

PART 2	Boiler Replacement at Robinson Way Depot Preambles / Preliminaries / Specification	AMOUNT		
ITEM	DESCRIPTION	£	:	p

1	<p><u>General Description of the Site</u></p> <p>The building is a two storey office complex with workshops and storage areas with metal clad fascia under metal clad roof, constructed 1996.</p> <p>The existing boiler is a Worcester wall hung condensing boiler which is required to be replaced. It is located on the ground floor in the plant room.</p> <p><u>Project Information and Contract Particulars</u></p> <p>The Project Information & Contract Particulars are Issued separately from this document and should be read in conjunction with it and the Contractor should allow for compliance.</p>			
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1.01	<u>PREAMBLES & PRELIMINARIES</u>		
1.02	<p><u>Pricing and Tendering</u></p> <p>Work items are to be priced in these documents and an individual price should be entered for each item. <u>If any items are unpriced, it will be assumed that their cost has been included elsewhere in the document.</u> The totals of all priced items should be totalled and then carried forward to the Collection which should In turn be totalled and carried to the General Summary and Form of Tender. The basis of calculation of any unit rates which are required (where no schedule of rates if requested) shall be the actual quantities of work proposed at the time of Tendering.</p> <p>Quotations shall be submitted in strict accordance with the Invitation to Quotation.</p> <p>Quotations detailing the Contract Sum shall be a fixed, all-inclusive price based upon the Contract documents and a full inspection of the site, including an allowance for all risks. It should include for handing over the works clean, functional and fit for immediate use as intended.</p> <p>No alteration shall be made to the text or other items by the Contractor except by the written permission of the Employer.</p> <p>The Employer shall not be bound to accept the lowest or any Tender.</p> <p>Tenders must remain open for acceptance for not less than 120 days from the date fixed for submission of Tenders.</p>		
1.03	<p><u>The Site / Existing Building / Utilities & Services</u></p> <p>The Contractor should ascertain at tender stage the nature of the site, access thereto and all local conditions and restrictions likely to affect the execution of the Works. Arrangements for visit to be with the Employer.</p> <p>The Contractor must not use the site for any purpose other than carrying out the works.</p> <p>The parking of the Contractor's vehicles shall be restricted to the site car parking facility.</p> <p>The Contractor is to provide all temporary accesses, safety protection barriers, and include within his Preliminaries for all costs involved.</p> <p>The Contractor should make good any damage caused and remove any obstruction without delay so as to safeguard the health and safety of the general public. Any injury arising from the Contractor's failure to immediately repair any damage will be the sole responsibility of the Contractor.</p>		

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1.04	<p><u>Provision, Content & Use of Documents</u></p> <p>Any drawings and Specifications provided with the Tender Package are for the general guidance of the Contractor who is to prepare and submit for the Employer's appraisal Design Drawings and Specification to be used for the Building Regulations application (if applicable) for the execution of the works.</p> <p>Whether or not specifically mentioned in the Schedules of Works or on the drawings, all Works are to be carried out to the relevant current British Standards / Codes of Practice and relevant current European Standards, manufacturer's recommendations and instructions and the best practice of respective trades.</p> <p>Where any Items include reference to the manufacturer's name, such goods are to be used strictly in accordance with that manufacturer's recommendations.</p> <p>Where the Specification refers to Benchmark or other specific products, components and materials these are deemed to be acceptable to the Employer and the technical specification of these are to be the minimum applicable to any alternatives proposed by the Contractor. At the time of tender submission the tenderer shall provide the Employer with a Schedule of the Benchmark or other specific products to be used or the proposed alternatives for consideration by the Employer.</p> <p>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.</p> <p>Terms that may be used within the Specification -</p> <ul style="list-style-type: none"> (a) 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 includes taking out and disposing of associated pipework, wiring, ductwork or other services. (b) 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. (c) Supply & Fix: As above, but including supply of products to be fixed. All products to be supplied and fixed unless stated otherwise. (d) 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 or for use in the Works as instructed. (e) Make Good: Execute local remedial work to designated work. Make secure, sound and neat. Include redecoration and/or replacement as required. (f) Replace: Supply and fix new products matching those removed. Execute work to match original new state of that removed. (g) Execute remedial work to designated products. Make secure, sound and neat. (h) Refix: Fix removed parts. i) Ease: Adjust moving parts of designated products or work to achieve free movement and good fit in open and closed positions. 		
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1.05	<p>(j) 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.</p> <p>(k) System: Equipment, accessories, controls, supports and ancillary items, including installation, necessary for that section of the work to function.</p> <p>(l) Approved: The term 'approved' shall mean that the Employer's approval must be obtained in writing before that article or material is ordered. If the Employer does not approve the Contractor shall obtain an alternative that is approved and no extra cost or charge will be allowed.</p> <p>Products are materials, both manufactured and naturally occurring, and goods, including components, equipment and accessories, intended for the permanent incorporation in the Works.</p> <p>Manufacturer and Product References -when used in this combination means –</p> <p>(a) Manufacturer: The firm under whose name the particular product is marketed.</p> <p>(b) Product Reference: The proprietary brand name and/or reference by which the particular product is identified.</p> <p>References are to the particular product as specified in the manufacturer's technical literature current on the date of the invitation to tender.</p> <p>Do not rely on scaled dimensions and the accuracy and sufficiency of any measured quantities. The Contractor is to take all dimensions necessary for the construction of the works from the building itself.</p> <p>All sections of the Employers Requirements / Specification must be read in conjunction with Main Contract Preliminaries / General Conditions.</p> <p>The Contractor shall complete the design and detailing of all the Works as specified and provide production information based on the drawings, specification and other information and liaise to ensure coordination of the work with related building elements and services.</p> <p>All design information shall be provided as necessary to convey the full scope of works and should include layout, general arrangement detail drawings, calculations and any other necessary information to obtain Building Regulations Approval (if applicable).</p> <p>The Contractor shall supply maintenance instructions and guarantees on components and equipment, register with manufacturer and hand these over on or before completion of the Works as part of the Building Manual and provide telephone numbers for emergency call out services.</p> <p><u>Management of the Works</u></p> <p>The Contractor shall accept responsibility for coordination generally, supervision and administration of the Works, including subcontracts and arrange and monitor a programme with each subcontractor, supplier, local authority and statutory undertaken, and obtain and supply information as necessary for coordination of the</p>		
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1.06	<p>work.</p> <p>The Contractor shall submit details before starting work on site of policies and receipts for the insurances required by the Conditions of Contract and 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, and the Insurers. The Contractor should indemnify the Employer against any loss, which may be caused by failure to give such notice.</p> <p>Materials arising from alteration/clearance work become the property of the Contractor except where otherwise stated. Remove from site as work proceeds.</p> <p>Before starting work on site, the Contractor is to submit an approved form of Master Programme for the Works which should include the earliest and latest start and finish dates for each activity</p> <p><u>Quality Standards/Controls</u></p> <p>The Schedules of Works must not be regarded as a complete summary of all works included in the Contract. The Tender must allow for all work detailed within the Contract documents and, in addition to all works not so detailed but which may be reasonably inferred as being necessary for the complete and proper execution of the works.</p> <p>Where and to the extent that products or work are not fully documented, they are to be:-</p> <ul style="list-style-type: none"> (a) Of a kind and standard appropriate to the nature and character of that part of the Works where they will be used. (b) Suitable for the purposes stated or reasonably to be inferred from the project documents. <p>Operatives shall be appropriately skilled and experienced for the type and quality of work, registered with Construction Skills Certification Scheme, Gas Safe and NICEIC approved, and must produce evidence of skills/qualifications when requested.</p> <p>Products shall be new and from the same source or manufacturer and be fixed, applied, installed or laid securely, accurately, plumb, neatly and in alignment. On-site dimensions to be checked. All finished work shall not be damaged, disfigured, dirty, faulty or out of tolerance.</p> <p>Comply with manufacturer's printed recommendations and instructions and any ancillary products and accessories shall be those supplied or recommended by main product manufacturer.</p> <p>Comply with the Bylaws or Regulations of the relevant Statutory Authority for each new or existing services.</p> <p>In addition to the constant management and supervision of the Works provided by the Contractor's person in charge, all significant types of work must be under the</p>		
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1.07	<p>close control of competent trade supervisors to ensure maintenance of satisfactory quality and progress.</p> <p>If any undocumented defects in existing works are discovered, immediately give notice. Do not proceed with affected work until response has been received. Do not execute work which may hinder access to defective products or work or be rendered abortive by remedial work.</p> <p>Agree and record dates and times of tests and inspections to enable all affected parties to be represented and submit a copy of test certificates and retain copies on site.</p> <p>Immediately any execution 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. If any such proposals are unacceptable, contrary instructions may be issued.</p> <p>Wherever inspection or testing shows that the work, materials or goods are not in accordance with the Contract and measures (e.g. testing, opening up, experimental making good) are taken to help in establishing whether or not the work is acceptable, such measures –</p> <p>Will be at the expense of the Contractor; and</p> <p>Will not be considered as grounds for revision to the completion date.</p> <p>Give reasonable notice and make arrangements with the Employer for the making good of defects and notify the Employer when remedial works have been completed.</p> <p><u>Timing/Facilities/ Temporary Works/Services</u></p> <p>The working hours are limited to between 7:30 a.m. and 5.00p.m. Monday to Friday</p> <p>The Contractor may use the welfare facilities on site providing it is all used respectfully.</p>		
1.08	<p><u>Regulations, Codes of Practice, Recommendations</u></p> <p>All materials and workmanship supplied during the course of the work shall conform with all British statutory instruments and regulations and, in particular with, and all relevant / any amendment to the following:</p> <ul style="list-style-type: none"> (a) The 17th Edition 3rd Amendment, of the Regulations for Electrical Installations as prepared by the Institution of Electrical Engineers. (b) Control of Asbestos Regulations 2012. (c) Health & Safety at Work Etc. Act 1974. (d) CDM Regulations 2015 not applicable on this project) (e) European/British Standards and Codes of Practice. (f) The Building Regulations 2010 inc. amendments 2011,12, 13 & 14. (g) Gas Safety (Installation and Use) Regulations 1998 (h) GAS SAFE Requirements and Regulations. (i) Manufacturer's recommendations. (j) WRAS Byelaws. 		

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	<p>(k) The Climate Change and Sustainable Energy Act 2006. (l) COSHH 1988. (m) Controlled Waste Regulations 2012</p> <p>The Contractor is to give and comply with any notices required by any Acts of Parliament, Building Regulations, Local Authority Byelaws and any Public Service Company or Authority and is to pay and indemnify the Employer against any fees or charges legally demandable thereunder.</p>	
1.09	<p><u>British & European Standard Specification</u></p> <p>Where a European and British Standard Specification or Code of Practice issued by the British Standard Institution is current at the date of tender and appropriate to the case, the Contract shall require that goods, materials and works executed shall be in conformity with the Specification or Code of Practice.</p>	
1.10	<p><u>Health and Safety – General Requirements</u></p> <p>The Contractor shall comply with all legislation issued under the Construction, Design & Management Regulations 1994 as amended 2015, the Health & Safety at Work Act 1974, the Factories Act 1961, the Offices, Shops & Railway Premises Act 1986 and all subordinate legislation together with any amendment or enactment thereof or regulation made thereunder and allow for all costs incurred by compliance.</p> <p>Contractor to provide the relevant Risk Assessments and Method Statements prior to starting any works.</p> <p>Please refer to the 'Notifications of known Hazards' In Appendix B as a guide.</p>	
1.11	<p><u>Asbestos Containing Materials – Unplanned Exposure/Disturbance</u></p> <p>Please refer to the Asbestos Register ref Appendix A prior to starting works.</p> <p>If during the course of the works the Contractor exposes materials which they consider are likely to contain asbestos then they shall immediately suspend the works, leave the area in a safe condition and inform the Supervising Officer of the situation.</p>	
1.12	<p><u>Safeguarding the Works</u></p> <p>The Contractor shall protect the works and provide all warning notices, barriers, etc., for the safety of the general public, operatives and shall indemnify the Employer against any claims arising therefrom. The Contractor shall not leave steps, ladders or other plant accessible after the cessation of the daily work.</p>	
1.13	<p><u>Removal of Rubbish</u></p> <p>Allow for the clearing away and removing from site of all dirt, rubbish and superfluous materials on a daily basis to leave the whole site in a clean and orderly condition at all times.</p>	

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1.14	<p><u>Variaions</u></p> <p>The Employer / Client shall have power to order the Contractor to vary by way of extras or omissions from the Specification without in any way affecting or violating the contract but no variation is to be made and no claim for any extra will be allowed unless authorised by written order, no variation(s) shall absolve the Contractor from his responsibility under any of the conditions contained in the Contract and all extra work shall be carried out under these conditions.</p>		
1.15	<p><u>Foreman</u></p> <p>A responsible person shall be on the site during all working hours and any directions given to him shall be held as given to the Contractor.</p>		
1.16	<p><u>Work during unfavourable weather (frost, rain, heat)</u></p> <p>The Contractor should not execute any portion of the works liable to damage due to the effects of unfavourable weather and shall periodically supply the Supervising Officer with an account of time so lost over and beyond the specified time for the completion of the Contract, 'lost' time will not be subject for a claim, there will be no payment made for 'lost' time.</p>		
1.17	<p><u>Noise Control</u></p> <p>The Contractor shall reduce the noise level of machinery and tools on the site to comply with the recommendations contained in the leaflet No. 72 'Noise Control on Building Sites', published by the Department of the Environment.</p>		
1.18	<p><u>Lighting/Power/Water for the Works</u></p> <p>The Contractor may use the clients' power / lighting / water as may be required to enable all parts of their works, providing it is used sensibly.</p>		
1.19	<p><u>Sub-Letting of Work</u></p> <p>The Contractor shall be prohibited from transferring or assigning, directly or indirectly to any person or persons whatsoever any portion of his Contract without the written permission of the Supervising Officer.</p>		
1.20	<p><u>Contractor to Keep Wages Books and Time Sheets</u></p> <p>The Contractor shall keep proper wages books and other time sheets showing the wages paid (so far as practicable) the time worked by the work people in his/her employ in and about the execution of the Contract and such wages books and time sheets shall be produced whenever required for the inspection of any officer authorised by the Employer / Client.</p>		
1.21	<p><u>Carriages, etc.</u></p>		

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1.22	<p>The Contractor shall provide for all carriage by rail and road and cartage to the site, and shall allow for and include all and every expense connected with this item.</p> <p><u>Insurance of Workmen</u></p> <p>The Contractor shall allow for insuring all workmen engaged in the works against injury or death by accident and shall indemnify the Employer against all claims in respect thereof.</p>		
1.23	<p><u>Damage to Persons and Property</u></p> <p>The Contractor shall be liable for and shall indemnify the Employer in respect of any injury or damage whatsoever to any person or to any property insofar as such injury or damage is due to any negligence, omission or default of the Contractor, his/her servants or agents and the Contractor shall, if required by the Employer, insure against such risks. The Contractor shall take any and all measures reasonably required by the public or statutory authority for the full protection of its roads, footpaths, crossings, mains, pipes, cables, sewers and other apparatus during the progress of the works, all in accordance with the requirements of the Public Health Act 1961, as amended by the Local Government (Miscellaneous Provisions) Act 1982, and to their apparatus situated in or under the site as may be necessary for inspecting, repairing, maintaining, removing, renewing or for any other purpose. The Contractor shall make arrangements with all statutory undertakers for the disconnection of their respective supplies and shall include the cost of this in his tender. The Contractor will be responsible for upholding and maintaining the adjoining premises and will be required to make good any damage caused by the carrying out of these works entirely at his own expense.</p>		
1.24	<p><u>Contractor to Provide Everything Necessary / Access Scaffolding</u></p> <p>The Contractor shall provide everything necessary for the proper execution of the works according to the true intent and meaning of the Employers Requirements / specification, even though not described in the specification, provided that the same may be reasonably inferred therefrom. The Contractor shall allow for the costs of all unfixed scaffolding/temporary platforms required in order to undertake their work.</p>		
1.25	<p><u>Ordering Materials</u></p> <p>This Specification must not be used for ordering materials. Immediately the Contract is let, the Contractor must order all materials and have them delivered to his works or the site as required and provide adequate storage.</p>		
1.26	<p><u>Operation / Maintenance of the Finished Works</u></p> <p>The Contractor shall provide the following Manuals which shall be a comprehensive information source and guide for the Employer / Client.</p> <p>(a) Product/ materials and installation Guarantees, Warranties and maintenance Agreements and all relevant / applicable test certificates as part of their works.</p>		

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(b) The Health & Safety File

Information to be provided shall include:-

- Method Statements and Risk Assessments, all signed by the contractors / personnel undertaking the works
- Residual hazards and how they have been dealt with.
- Hazardous materials used.
- Health & Safety information about equipment provided for cleaning or maintaining the structure.

Provide cost for all Preambles / Preliminaries here for the sum of £

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2.00	PART 2			
2.01	<u>EMPLOYERS REQUIREMENTS / SPECIFICATION</u>			
2.02	<p>Generally: The Contractor shall undertake all the work and provide everything necessary for their proper execution according to the true intent and meaning of the Employers Requirement /Specification, even items which may not be described in the document, provided that the same may be reasonably inferred therefrom. If the Contractor finds any discrepancy in the Employers Requirements / Specification, they shall immediately notify the Employer for instruction. It must be distinctly understood that no extra charges will be allowed unless they are for works outside the spirit and meaning of the Employers Requirements / Specification, or, unless such works shall have been instructed as additional works in writing by the Employer in accordance with the Conditions of Contract.</p> <p>All works are to comply with all current regulations / legislation / Approved Code of Practice for workmanship and materials, as implied from April 2019.</p> <p>It is not the intent of this specification to provide step by step guidance covering all aspects and issues that may be relevant to the installation of the specific project.</p> <p>It is highly recommended that a site survey be undertaken by persons tendering the contract. It shall be the responsibility of the successful contractor to ensure that all necessary preparation and working practices are achieved to produce a level of workmanship and finished appearance resulting in client satisfaction.</p> <p>On completion of the works Contractor is to leave the area clean, installation to be free from defects.</p>			
2.03	<u>SCHEDULE OF WORKS:</u>			
2.04	<p>Boiler Drain down heating system, disconnect & remove existing Boiler remove and dispose of from site. Supply and install New 40 kw Wall Hung 'A' rated super-efficient condensing boiler, boiler to have 5year Parts Guarantee as minimum, and have parts readily available for 10 years from install.</p>			
2.05	Allow for renewing the following items in conjunction with the boiler;			
2.06	<p>Pressure Vessel: Renew existing pressure vessel on hot water system for a 50 ltr vessel, include for robo – kit and connections into the system.</p>			
2.07	<p>Pressurisation unit Supply and Install new pressurisation unit on the heating system, the unit is to be suitably sized to allow for the overall capacity requirements of the heating system.</p>			

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2.08	<p>Gate Valve Renew the manual gate valve on the heating by pass, replace with an automatic by pass valve.</p>	
2.09	<p>Allow for the following items within the above works: New condense and discharge pipe work. Flushing of the system, to include for inhibitor All electrical works as required in connection with the above works. All builders works in connection to the installation and making good around holes etc Test, balance and commissioning of the heating system Certification of Gas and Electrical works on completion.</p> <p>All works to be undertaken and completed within 2 days</p>	
	<p>Indicate Cost for Schedule of works here for sum of £</p>	

£