HMS SULTAN EQUIPMENT SUPPORT

Purpose of Requirement

This SOR Section is to read in conjunction with SOR Section 1 – Introduction.

This Service Requirement aims to ensure that:

- Equipment is supported and maintained such that it is available in accordance with the Authority's requirements.
- Spares for Equipment are managed and maintained efficiently.
- Obsolescence risks with Equipment are proactively identified and managed to ensure the ongoing supportability of the Equipment;
- Necessary post-design changes or upgrades to Equipment are identified and implemented in a timely and cost-effective manner;
- Replacement or new Equipment is identified and procured in an efficient and cost-effective manner to secure best VfM for the Authority,
- Associated test, acceptance and installation services are provided to ensure that the Equipment meets the Authority's requirements; and
- Equipment is decommissioned, relocated, recommissioned and/or disposed of in a timely and cost-effective manner.

STATEMENT OF REQUIREMENT

SoR Ref	Requirement	Additional Information	Volume	Service Standard	Performance Guidelines
Sub Section 1 – Training Equipment Support					
S.08.01.01	Manage the delivery of a first line Training Equipment maintenance and defect rectification service to ensure the availability of the Training Equipment. This is to include the identification and management of the provision of spares to support Establishment Core Capability.	The Authority retains control over all contracts. The Contractor is responsible to the Authority for the day to day monitoring & management of Authority Contracted Sub Contracts.	Training Equipment baseline volumes are listed at Annex A to S8. This will change Iaw Schedule 4 Annual Changes, for TP variations and Major change for new equipment programmes that impact upon Training Equipment as they enter the Fleet.	Iaw Statutory requirements including those covering Written Scheme of Examinations WSE regulations and JSP375. Provision of clean fuel to running engines in Watt, Raper & OBM Workshop.	No failures to maintain documented instructor/ maintainer tasks that are required for training. No courses cancelled due to Training Equipment not being available due to the direct actions of the contractor. The Contractor shall ensure that their subcontractors undertaking Training Equipment Maintenance comply with the requirement of the Establishment Safety Management System. Repair times - Training Equipment supported by the Contractor is subject to out of hours repair if required next day.

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S.08.01.02	The Contractor is to manage the Authority's maintenance service Contracts for the delivery of a Training Equipment maintenance programme. Ensuring that all TE conforms to current Legislation and Establishment H&S policies and procedures. This is to include: the repair, fault reporting, inspection, calibration, load testing, maintenance, storage, documentary upkeep, physical modification and general engineering support. The Contractor is to manage the movement of Training Equipment's around the SULTAN site and its satellites to ensure that the required training is achieved. This includes: pressure vessels, associated test equipment and instrumentation, and lifting equipment (mobile or fitted) at the SULTAN site and its satellites.	The Authority retains control over all contracts providing maintenance services and listed at Annex B to S8. The Contractor is responsible to the Authority for the day to day monitoring & management of Authority Contracted Sub Contracts. Inform the Authority when problems occur with the contracted maintenance service that will affect the delivery of training.	On arising for Training Equipment as listed at Annex A to S8.	Delivered iaw legislation, including JSP 375, FLEET and iaw SULSO Chapters 28 & 33. SULSO's DSMarE TSOP Part 1. Comply with and utilise the maintenance support contracts provided by the Authority.	No failures to maintain documented instructor/ maintainer tasks that are required for training. No courses cancelled due to Training Equipment not being available. The Contractor shall ensure that their subcontractors undertaking Training Equipment Maintenance comply with the requirement of the Establishment Safety Management System. Repair times - Training Equipment supported by the Contractor is subject to out of hours repair if required next day.
S.08.01.03	Advise the Authority on the preparation of TE replacement, estimates, plans and programmes and, where authorised, book and administer payment using an ePC for specific external training courses required by military staff and consumables used in training.	Authority for payment remains with the Authority. This will often be under Local Purchase Order arrangements and applies to the whole SULTAN site.	On arising for Training Equipment as at Annex A to S8.	Iaw MOD Financial scrutiny process set out in JSP462.	Advice, estimates, plans and programmes to be presented to the Authority in such a timeframe to ensure continuity of training delivery.
S.08.01.04	As required manage the interaction between the Authority and MoD Contractors and the interaction between differing Contractors,	As directed by the Authority.	A list of contracts in place to support SULTAN TE is at Annex B to S8.		No justified complaints. No adverse effect on the delivery of training that is

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	involved in the maintenance/repair etc of Training Equipment as detailed at S.08.01.02.				attributed to this part of the requirement not being met.
S.08.01.05	Produce, maintain and annually test disaster recovery plans for TE (including plans to recover from Maintenance overruns, cancellation, etc).	As directed by the Authority.	Iaw Business Continuity Plan for SULTAN. iaw the Business Continuity Plan for SULTAN, one test per annum unless system failure when a retest will be required after corrective action.		No justified complaints. No failure to produce, maintain and annually test disaster recovery plans for TE Maintenance. No adverse effect on the delivery of training.
S.08.01.06	Provide assistance for new installation and on-going Training Equipment update/support programmes.	As directed by the Authority.	A list of contracts in place to support SULTAN TE is at Annex B to S8.		No justified complaints. No failure to provide assistance for new installation and on-going Training Equipment update/support programmes. No adverse effect on the delivery of training.
S.08.01.07	Manage the implementation of modifications, including additions and alterations in order to return TE to full operation.	As directed by the Authority.	A list of contracts in place to support SULTAN TE is at Annex B to S8.		No justified complaints. No failure to manage the implementation of modifications. No adverse effect on the delivery of training.
S.08.01.08	Maintain and update software and firmware configuration control system schedules.	As directed by the Authority.	A list of contracts in place to support		No justified complaints.

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			SULTAN TE is at Annex B to S8.		No failure to maintain the existing software and firmware configuration control system. No adverse effect on the delivery of training.
S.08.01.09	Technically assess the value and serviceability of Training Equipment. i.e. is it beyond economical repair.	Assess Training Equipment to ascertain whether it is beyond economic repair and /or not required for future training.	As required. A list of Training Equipment and contracts in place to support SULTAN TE is at Annex B to S8.	Iaw JSP 336 Pamphlet no 9. In agreement with the Authority. Demonstrates competency in engineering standards via qualifications and / or work experience.	No adverse impact on Training Delivery. No justified complaints.
S.08.01.10	In agreement with the Authority, procure Training Equipment, monitor the delivery, issue and account for the Training Equipment.	Financial control of all budgets remains with the Authority.	As required. A list of contracts in place to support SULTAN TE is at Annex B to S8.	Iaw MOD Financial scrutiny process set out in JSP462.	No adverse impact on Training Delivery. No justified complaints.
S.08.01.11	Control and return of defective/redundant items procured in support of training delivery.		As required. A list of Training Equipment and contracts in place to support SULTAN TE is at Annex B to S8.	Iaw MOD Financial scrutiny process set out in JSP462.	Monthly, with no nil returns.
S.08.01.12	Provide day to day Management of Training Equipment for the SULTAN site to ensure that the resources allocated by DCTT are used to deliver authorised tasks in support of training delivery.	The Authority retains all financial control.	A list of contracts in place to support SULTAN TE is at Annex B to S8.		No adverse impact on training delivery.
S.08.01.13	Provide Training Equipment Support management information to the Authority.	This information is to include availability and utilisation reports for Training Equipment's. The level of information to be agreed with the Authority.	As required. A list of contracts in place to support SULTAN TE is at Annex B to S8.	Provide information to an agreed time scale and format. Delivery and content as agreed with the Authority.	All required management information provided in accordance with agreed timescales.

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S.08.01.14	Plan and manage the disposal of Establishment redundant Training Equipment as when authorised by the Authority through the Authority Disposal route. Any income arising from disposal is to be paid into Authority Accounts.	Most cost-effective disposal with no disruption to core capability. All activities undertaken in compliance with statutory/MOD requirements. Most disposals to be made through the DSA.	Arisings from the Training Equipment asset list at Annex A to S8.		No adverse impact on Training Delivery. No justified complaints.
S.08.01.15	On the request of the authority provide technical advice to the FTO on Investment Appraisals, options and feasibility studies as directed by DSMarE KC relating to technical Training Equipment and technical Training Resources.	Provide information to timescales (typically between one week and one month) agreed between KC(TS) and the Contractor.	As directed by DSMarE on as required basis. A list of Training Equipment and contracts in place to support SULTAN TE is at Annex A & Annex B to S8.	Iaw JSP 462 for expenditure above £100K.	Meeting agreed target dates. PMS report to include status of outstanding information gathering and studies and approval authority complaints. No instances of non-compliance with Internal and external financial scrutiny.
S.08.01.16	Manage the provision and maintenance of all records, drawings, certification (e.g. pressure vessel testing certification) and written schemes (including equipment test data sheets for fittings used during installation), to existing standards in support of Training Equipment and Training Resources.	All documents required by MOD regulations and relevant legislation to be maintained. All changes recorded within 4 working weeks.	A list of TE is at Annex A to S8.		No instances of non-compliance of internal or external regulatory body inspections/audits. Meet the requirements of Internal and External audits.
S.08.01.17	Provide and maintain a Legionella Management Plan iaw HSE L8 Approved Code of Practice.	The plan is to cover Cooling Towers and associated systems for Watt, Spey, Morrell & Raper Building.	A single Plan covering the required buildings updated iaw with changes in legislation and HSE guidance.	Iaw HSE L8 Approved Code of Practice & Guidance 'The control of Legionella bacteria in water systems.	No instances of non-compliance of internal or external regulatory body inspections/audits. Meet the requirements of Internal and External audits.