

Appendix 1
Form of Variation Proposal/Variation Order

To:	From:
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Contract Reference Number:
Order Number:
Variation Number:
Variation Title:

PART A (TO BE COMPLETED BY THE ORIGINATOR OF THE VARIATION ORDER)

Description of change:

Reason for changes and impact (if any) on Contract:

Variation Proposal Authorised by:	Proposal Date:
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PART B (TO BE COMPLETED BY THE SUPPLIER)

<p>Price Breakdown</p> <p>Note: If a further breakdown is needed please append details as a separate sheet.</p>	
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Expected Order Delivery Date and/or Order Completion Date:

Supplier's Representative:

Print Name: **Signature:** **Date:**

Completed document to be returned to the Company's Representative _____

PART C (TO BE COMPLETED BY THE COMPANY'S REPRESENTATIVE)

Comment on Parts A and B:

Variation Authorisation

Company's Representative:

Print Name:

Signature:

Date:



Number: F0780

Issue no: A17

Issue date: **August 2015**

Schedule 6
QUENSH Health Quality and Safety Plan

Transport for London
London Underground





Number: F0780

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F0780 Contract Menu

This Contract Menu must be used in conjunction with Category 1 Standard [S1552](#) "Contract QUENSH Conditions"

Issue No.: A17

Issue date: August 2015
Review date: August 2020

MAYOR OF LONDON



Number: F0780
Issue no: A17
Issue date: August 2015

Title: Provision of Escalator Step Chain

Contract Menu

Contract No:	TfL1121
Contract Name	<u>Provision of Escalator Step Chain</u>
Client:	Transport For London
Supplier:	KETTEN-WULF Betriebs GmbH

Principal Contractor: Yes No



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Guidance

The menu is a tool which is used by the Client to identify conditions that apply to specific contracts and communicate these conditions to the Supplier.

How to complete the menu

1. The Client evaluates the scope of work and enters 'Y' or 'N' in the 'Identified by the Client' column of the menu against each condition selected as applicable or not applicable to the Contract. In the 'Other documents / comments' column the Client can make references to other documents which are supplementary information which is available although not contained within the QUENSH manual but should be considered by the Supplier when they review the conditions. Copies of any additional documents identified in the menu shall be made available to the Supplier. All documents referenced in the Menu shall be current issue, unless otherwise advised. This column can also be used to communicate information (comments) to the Supplier which may be of use to the Supplier when reviewing the conditions.
2. The Client fills in 'Client menu (Invitation to Tender)' section on the last page of the menu and issues the menu as part of the ITT.
 - (1) The Supplier receives the ITT, evaluates the scope of work and, as a requirement of the tendering process, inserts 'Y' or 'N' in the 'Identified by the Supplier' column of the menu against each condition selected as being applicable. These selections may be different from those identified by the Client. Where the Supplier's selection differs from the Client's selection, a clear explanation of the reason for these differences shall be given by the Supplier. A reference to these explanations shall be put in the 'Reference to explanation' column on the menu.
 - (2) The Supplier representative signs and dates the 'Supplier menu (Tender)' on the last page of the menu and submits it with the tender, for consideration by the Client.
 - (3) Differences in the Client and Supplier menu selections will be discussed and resolved with the Client at subsequent tender review meetings. The agreed final version of the menu selections shall form a mandatory part of the Contract and shall be complied with by all Suppliers and their sub-contractors.
 - (4) The menu shall be subject to project version and document control.

Queries on the menu

Any queries in relation to the Contract QUENSH Conditions selected on the menu are to be referred to the Client representative, see contact details/address on last page of the menu.



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Contract menu

Requirements in QUENSH

Applicable requirements identified by Client				Identified by Supplier	
Section	Topic	Other documents / Comments	Y / N	Agreed? Y / N	Reference to explanation
4	Agreement of the applicable QUENSH contract conditions				
5	Supplier's selection of sub-contractors		Y		
6	Identification of Safety Critical Activities		Y		
7	Works Environmental Management		Y		
8	Emergency Plan		Y		
9	Method Statements		Y		
10	Health, Safety and Environment File		Y		
11	Pre-start LU health, safety and environment meeting		Y		
12	Supplier's site induction		Y		
13	Site Person in Charge		Y		
14	Staff requirements				
14.1	Behaviours				



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Applicable requirements identified by Client				Identified by Supplier	
Section	Topic	Other documents / Comments	Y / N	Agreed? Y / N	Reference to explanation
14.1.1	Alcohol and drugs		Y		
14.1.2	Control of hours worked		Y		
14.2	Knowledge				
14.2.1	English language		Y		
14.2.2	Access Card and Worksite Briefing		Y		
14.2.3	Visitors to sites		Y		
14.3	General competence				
14.3.1	Evidencing competence of safety critical staff		Y		
14.3.2	Identification of safety critical staff		Y		
14.3.3	Competent external safety critical personnel		Y		
14.3.4	Training		Y		
14.3.5	Asset specific competence		Y		
14.4	Medical requirements		Y		
14.5	Identification of Suppliers staff		Y		
14.6	Clothing		Y		
15	Permits and licences				



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Applicable requirements identified by Client				Identified by Supplier	
Section	Topic	Other documents / Comments	Y / N	Agreed? Y / N	Reference to explanation
15.1	LU specific permits and licences		Y		
15.2	Permits, licences and certificates for Supplier's staff		Y		
16	The Principles of Access				
16.1	Introduction		Y		
16.2	Access to Stations		Y		
16.3	Access to Track		Y		
16.4	Access to depots		Y		
17	Applying for Planned Access				
17.1	Introduction		Y		
18	Applying for General Access		Y		
18.1	Constraints that apply to Generic Access		Y		
19	Access for fault repair		Y		
20	Operational Assurance		Y		
21	Closures and possessions				
21.1	Requirements for closures		N		
21.2	Requirements for possessions		N		



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Applicable requirements identified by Client				Identified by Supplier	
Section	Topic	Other documents / Comments	Y / N	Agreed? Y / N	Reference to explanation
22	Controls at point of access				
22.1	Publication of works		N		
22.2	Checks at point of access		Y		
22.3	Signing-on with the Station Supervisor		Y		
22.4	Track specific requirements				
22.4.1	Person providing protection		N		
22.4.2	Possessions		N		
23	Removal of supplier's personnel from LU Premises		N		
24	Incidents		Y		
25	Notification of regulatory concern or action		Y		
26	Confidential Incident Reporting and Analysis System (CIRAS)		Y		
27	Monitoring				
27.1	LU inspections		Y		
27.2	Monitoring the supply chain		Y		
27.3	Health, safety and environmental surveillance by the supplier's personnel		Y		



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Title: Contract Menu

Applicable requirements identified by Client				Identified by Supplier	
Section	Topic	Other documents / Comments	Y / N	Agreed? Y / N	Reference to explanation
27.4	Work location inspection and audit		Y		
27.5	Timescales for rectifying non-compliances		Y		
28	Radio transmitters and transceivers		Y		
29	Mobile phones		Y		
30	Knives		Y		
31	Site health, safety and environment committee		Y		
32	Site housekeeping and security		Y		
33	Accidental damage, obstruction or interference with assets		Y		
34	Delivery of materials		Y		
35	Conveyance of loads				
35.1	Conveyance of loads on lifts and escalators		Y		
35.2	Conveyance of hazardous materials and substances		Y		
36	Asbestos (non asbestos removal projects)		N		
37	Working in or near lifts and escalators		Y		
38	Work on or adjacent to utilities and High Voltage cables (buried services)		Y		



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Applicable requirements identified by Client				Identified by Supplier	
Section	Topic	Other documents / Comments	Y / N	Agreed? Y / N	Reference to explanation
39	Working on or about the track		Y		
40	Access to electrical sub-stations, working equipment, relay and other secure rooms		Y		
41	Entering areas with gaseous fire suppression systems		N		
42	Fire prevention				
42.1	General requirements		Y		
42.2	Temporary fire points		N		
42.3	Timber		N		
42.4	Composites		N		
42.5	Sheeting materials		N		
42.6	Gas cylinders				
42.6.1	Use of gas cylinders in below ground locations		N		
42.6.2	Storage of gas cylinders (above ground)		N		
42.7	Flammable and highly flammable materials				
42.7.1	Use of flammable and highly flammable materials below ground		N		
42.7.2	Storage of flammable and highly flammable materials below ground		N		