| **Name & Address of Contractor**  **H J Enthoven Ltd**  **T/A G & P Batteries**  **Darley Dale Smelter**  **Matlock**  **Derbyshire**  **DE4 2LP** | **MINISTRY OF DEFENCE**  **Schedule of Requirements for**  **The Collection & Disposal of Batteries in Great Britain** | **Schedule 1 to Contract**  **DSACOMDD/5061**  **Issued on:**  **6 March 2018** |
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| **Item No.** | **Description** | **Price (£)** |
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| **1** | The Contractor shall deliver a complete service for the Disposal of Waste as detailed in Annex B to Schedule 1:  **The Collection & Disposal of Batteries in Great Britain**  covering Routine and Extraordinary Tasks in Great Britain in accordance with the Statement of Requirements at Schedule 3. Following contract award, there will be a phase-in period for a maximum of 3 months to allow the Contractor to undertake start-up activities. If there is a phase-in period then the Operational Period of the Contract will commence from the date of completion of the Phase-in period (the Operational Date of the Contract). The Operational Date of the Contract will therefore commence on **1st June 2018.** The period of the Contract will be from **6th of March, 2018** and will expire on **31st of May, 2021**. The service will comprise: |  |
| **1a.** | Routine Tasks for Waste detailed in Annex B to Schedule 1 for which there is a Firm Price in Annex A to Schedule 1 (the Pricing Matrix), shall include but not be limited to:  a. Collection and transportation of Waste  b. The supply of the appropriate transportation and storage receptacles to collect the products  c. The storage of the products  d. Sale of products  e. The disposal as waste of all remaining product | Firm Price payable by the Authority in accordance with the relevant prices at Annex A to Schedule 1 |
| **1b.** | Extraordinary Tasks by the date and as specified in each individual task, and agreed in accordance with Condition 4.2 of the Contract and the relevant prices of Annex A to Schedule 1. | As per individual Extraordinary Task |
| **1c.** | Additional work as a consequence of goods received in error or discrepancies between the task and the goods received as specified in each individual GRIEF, and agreed in accordance with Condition 4.3 of the Contract and the relevant prices of Annex A to Schedule 1 | As per individual GRIEF/  Discrepancy |
| **2** | **As a consequence of providing the service detailed at Item 1 above, the Contractor shall provide the following documentation:** | **Included in Item 1 above** |
| **2a.** | Risk Management Plan:  Draft to be submitted within 4 weeks of contract award  Final document to be approved within 8 weeks of contract award. |  |
| **2b.** | Documents to be supplied:  The contractor shall provide up to date Management Information (MI) reports as detailed below:   1. As specified against each individual report. 2. 5 business days in advance of each Progress Review Meeting. 3. When requested to do so in advance of any ad-hoc Meeting.    * **Collected Report** –identifying all Waste collected in the format of the template at Annex F to Schedule 2 within four (4) business days after the end of each calendar month.    * **Sales Report -** This report will identify any sales return by the Contractor during the accounting period in the format of the template at Annex F to Schedule 2. The Contractor shall provide an accurate report to the Authority within four (4) business days after the end of each quarterly fiscal period.    * **GRIEF/Discrepancy Reports** – This report will show all the GRIEFS and Discrepancy Reports raised and any outstanding issues. The Contractor shall provide an accurate report to the Authority on a Quarterly basis to be received five (5) business days prior to the Progress Review Meetings.    * **Waste Report**. – detailing the costs and disposal route of all Waste, in the format of the template at Annex F to Schedule 2. The Contractor shall provide an accurate report to the Authority within four (4) business days after the end of each calendar month.    * **Environmental Report -** This report is to identify the final disposal route for all material collected and processed. The Contractor shall provide an accurate report to the Authority within four (4) business days after the end of each calendar month.    * **Task Report –** This report will show all Tasks received and completed, in the format of the template at Annex F to Schedule 2. The Contractor shall provide an accurate report to the Authority within four (4) business days after the end of each calendar month.    * **KPI Report –** This report will summarise the performance against each of the five (5) KPIs in the format of the template at Annex F to Schedule 2. The Contractor shall provide an accurate report to the Authority within four (4) business days after the end of each calendar month.    * **Weekly Activity Report**. – detailing the costs and disposal route of all Waste, in the format of the template at Annex F to Schedule 2. The Contractor shall provide an accurate report to the Authority within one (1) business day after the end of each calendar week. |  |
| **2c.** | The Contractor shall provide an End of Contract Report within one month of expiry of the Contract which shall include:  a. A list of outstanding tasks that have already been placed against the Contract.  b. A list of Waste held by the contractor. |  |
| **3** | This is subject to the Terms and Conditions of the contract attached at Schedule 2. |  |