

HMS VICTORY

INVITATION TO TENDER FOR SHIP REPAINTING

AS PART OF THE PLANNED MAINTENANCE SCHEDULE WORKS (JOB PLANNED DEFINED)

Summary Instructions and Details of Contract:

SUBJECT	DETAIL
Contract Description:	To provide a repainting works (as defined in the attached Job Plans) to HMS Victory which is located at Portsmouth Historic Dockyard
Programme:	The works and programme / attendances are defined in the attached Job Plans.
Client Representative:	<p>From December 2016 a new role of HMS Victory PMS Coordinator working directly for the NMRN will be implemented and the person fulfilling this role will become the main contact for planning, coordination and queries.</p> <p>In the meantime the client representative will be:</p> <p>HMS Victory Conservation Project Manager – Peter Vickerstaff</p> <p>Email: peter.vickerstaff@uk.arteliagroup.com</p> <p>Tel: 07894 478751</p>
Date of Tender Return:	<p>Tenders must be submitted in accordance with this Invitation To Tender (ITT) to the NMRN (Historic Ships Team) at the email address HST.procurement@NMRN.org.uk and a hard copy to National Museum of the Royal Navy, HM Naval Base (PP66), Portsmouth, Hampshire, PO1 3NH by:</p> <p>2nd November 2016</p>
Last Date for Clarifications	24th October 2016
Schedules:	<p>Schedule 1 – Project Overview</p> <p>Schedule 2 – Scope of Works (Job Plans)</p> <p>Schedule 3 – Evaluation Criteria</p>

Schedule 4 – Tender Response Document

Schedule 5 – Pricing Document

Schedule 6 – NMRN Terms and Conditions

Schedule 7 – Form of Tender

Appendix A – Code of Conduct and Dress Code for Contractors

Appendix B – Working hours, facilities and exclusion zone planning

Appendix C – Standard SHE induction

INSTRUCTIONS TO TENDERERS

- 1.1 **Invitation to Tender.** The National Museum of the Royal Navy (NMRN) [the “Client”] invites tenders for repainting as part of the annual Planned maintenance Schedule (PMS) works for HMS Victory in accordance with this Invitation to Tender (ITT), specific job plans and the attached Schedules [“the Tender Documents”]
- 1.2 **Project Overview.** An overview of the project is contained in **Schedule 1**
- 1.3 **Submission of Tenders.**
 - 1.3.1 Tenders must be submitted by the means specified and by the date stated in the tender documents
 - 1.3.2 The Tender must remain open for acceptance for the duration of the Planned Maintenance cycle, i.e. the annual PMS cycle.
 - 1.3.3 The Tender must not be qualified in any way.
 - 1.3.4 You must submit your response with the Form of Tender attached at **Schedule 7**. It must be submitted in the manner and by the deadline specified in the tender documents.
 - 1.3.5 Failure by a Tenderer to complete all questions fully and in accordance with all requirements therein may result in the Tenderer’s submission being rejected.
 - 1.3.6 The Tenderer must, without undue delay, inform the Client of any changes to the information provided in response to any questions in this questionnaire that may arise at any time during the Tenderers participation in this tender process.
- 1.4 Tenderers are required to complete in full the Form of Tender included with the Invitation to Tender and return it with their tender response/ offer by email. Tenders must be returned electronically to the following email address:

HST.procurement@NMRN.org.uk

Automatic email responses will be generated by way of a reply to confirm delivery. If you do not receive this automated response, please contact the client representative above, before the tender deadline. Submission queries and enquiries received or made after the tender deadline will not be considered.

Hard copies can also be submitted (at the tenderers discretion) to the following address:

The Historic Ships Team (Procurement), National Museum of the Royal Navy, HM Naval Base (PP66), Portsmouth, Hampshire PO1 3NH.

Tender Response (Scored as Schedule 3).

Each question should be answered separately without cross-reference to any other question.

Answers to any questions that require reference to legislation shall specifically refer to UK legislation or codes of practice.

The Client reserves the right to require evidence or additional evidence in relation to any answers given to questions in this submission.

All questions must be answered in English and have a font size no smaller than equivalent to 10pt Arial and submitted as a pdf document. If there is a need to compress files please use WinZip. The tenderer shall provide all documents, appendices and schedules electronically to the email referred to above.

All electronic files should be clearly named with reference to the questions/sections they refer to.

The responses submitted by the Tenderer shall, if they are successful in being awarded a Contract, be carried forward into the operation of the Contract. Tenderers must therefore ensure that the fees submitted in the Tender Price section reflect the commitments given in this Quality Submission.

2.0 TIMETABLE & PROCESS

- 2.1 Place Advertisement: 3rd October 2016
- 2.2 Tender Return: 2nd November 2016
- 2.3 Review by NMRN: Week Commencing 31st October 2016
- 2.4 Stand still period (10 working days): until 16th November 2016
- 2.5 Appointment: December 2016

SCHEDULE 1 – PROJECT OVERVIEW

- 1.1 The National Museum of the Royal Navy (NMRN) is based within Portsmouth Historic Dockyard (PHD). The NMRN came into being to tell the entire naval story, past present and future; the story of a Service that has literally sculpted the history, culture and the people of Great Britain. The NMRN has a simple vision, ‘to be the world’s most respected Naval Museum, underpinned by a spirit of enterprise and adventure”, and; its goal is, “to promote the traditions and public understanding of the Royal Navy and its constituent branches, past, present and future”.
- 1.2 From December 2016 the NMRN will be directly employing a small team of staff to manage, oversee and carry out maintenance and emergent works to ensure that the ship is maintained to a high, professional standard.
- 1.3 Each year a schedule of Planned Maintenance tasks is assessed (as part of a 5 year maintenance plan) and tasks of a specialist nature that cannot be undertaken by the in-house team are compiled and various packages of work issued for tender.
- 1.4 HMS Victory attracts in the region of 400,000 visitors annually. It is also oldest commissioned warship in the world and is the Flagship of the First Sealord of the Royal Navy. Therefore its importance both nationally and internationally is immeasurable.
- 1.5 In addition to visits by the general public, the ship is also used by the Royal Navy for ceremonial occasions, RN VIP dinners and NMRN corporate events that require any works to or around the ship in careful considered and coordinated.
- 1.6 The NMRN are also undertaking a major phase of Conservation works will is likely to take in the region of 15 years to complete. These works will commence in late 2016 with the stonework repairs to the dry dock (a Scheduled Ancient Monument), the installation of a new ship support system and the removal of the 1925 support cradles. There are other planned works to the interior of the ship in association with these Conservation works.
- 1.7 All works planned to the ship should ensure that access for visitors is maintained wherever possible during normal opening hours (10am to 6pm 7 days a week). Where some areas of the ship or its surroundings have to be closed to the public or the visitor route diverted for safety reasons, the contractor should ensure that discussions are held and agreements made with the NMRN maintenance team as far in advance as possible and no less than 3 weeks in prior of works commencing.
- 1.8 As a prime visitor attraction within the United Kingdom, Contractors will be expected to display a high standard of professionalism at all times. This includes behavior, language, respectful interaction with the public and other stakeholders and standards of attire. Failure to adhere to these standards will result in individuals being removed from site and the Contracting Company warned of the reasons for their

removal. Should further breaches occur the contracting company will be refused access to the ship and removed from any future works.

- 1.9 Contractors should also be aware that the NMRN has a team of specialists working within the Historic Ships Team (HST). This team includes a full time Archaeologist, Conservator and Assistant Director who report to the Director of Historic Ships. Any planned fixing, drilling or alteration to the ship should be reviewed with and agreed by the HST prior to works commencing. Failure to do so will result in the contractor being removed from site, damages /reinstatement costs charged and moneys withheld. It is the Contractors duty to ensure all works have been assessed and approved by the HST prior to works commencing.
- 1.10 The NMRN HST reserves the right to suspend works and / or remove any personnel from the ship with immediate effect for any breach of discipline, behavior, appearance, damage or undertaking any unapproved work. A full review with a Director of the Contracting Company will be held as soon as possible to undertake a review of the breach, agree measures to ensure these breaches do not reoccur and undertake detailed briefings to all operatives before works can recommence.
- 1.11 Visitors are encouraged to ask questions of anyone working on or around the ship so contractors should be fully prepared to periodically interact and explain what works are being undertaken, why and how. They are not expected to know the history of the ship or how it was operated, and any questions outside of their knowledge or experience should be directed to the nearest NMRN Tour Guide present on each deck.
- 1.12 Further instructions for Contractors can be found in the attached SHE induction document. Please note that this is the current requirements of the Maintenance Management Contractor (BAE Systems) and may be modified by the NMRN from December 2016.

SCHEDULE 2 – SCOPE OF WORKS

- 1.1 Please refer to the specific job plans attached in Appendix A

SCHEDULE 3: EVALUATION OF TENDERS

1.1 Tender submissions will be judged on both Quality and Cost using a ratio of:

60% Quality and 40% cost

1.1.1 Quality Criteria.

The quality criteria are made up of two parts as indicated below:

Part	Quality Criterion	Assessed by	Weighting
Part One	Health and Safety record Please note that Health and Safety is the primary consideration by the NMRN for all works associated with HMS Victory.	Company policy and procedures No. of Riddor reportable accidents over a 5 year period.	50%
Part Two	Experience working in a Heritage environment	Case studies and references	50%

1.2 It is essential in your application that you provide evidence and proven examples in each of the selection criteria in so far as you are able. Your responses should be no more than 2 sides of A4 paper for each part referred to above.

1.3 The scoring guidance for this quality criterion will be as follows:

- Excellent Assessment - Score 9: An excellent response that fully meets the requirements. Full and comprehensive supporting details provided.
- Very Good – Score 7: A very good response that meets the requirements. Very good supporting details provided
- Satisfactory – Score 4: A response that meets the requirements. Sufficient supporting details provided.
- Nil Response – Score 0: no response received.

SCHEDULE 4 - TENDER RESPONSE DOCUMENT

1.1 Applicants Organisation (Pass/Fail).

Name of Organisation:

Contact name for enquiries about this Tender:

Company Address:

Post Code:

Telephone Number:

Email Address:

Website address (if any):

Company Registration number:

VAT Registration number

Registered address if different from the above

Is your organisation:

- A public limited company
- A limited company
- A partnership
- Other (please specify)

Name of (ultimate) Parent Company if this applies

Companies House Registration number of parent company (if applicable)

- 1.2 **Insurance (Pass/Fail).** Where appropriate, please provide confirmation that you have or, if successful, will procure the following minimum levels of insurance:
- Public Liability (minimum value £10million) YES/ NO/ Will Obtain
 - Employers Liability (minimum value £10million) YES/ NO/ Will Obtain
 - Professional Indemnity Insurance (minimum value £2million) YES/ NO/ Will Obtain
 - Are there any special conditions or exclusions on the Policy? If yes, please give details:
- 1.3 **Financial Information (Pass/Fail).** Financial viability may be checked via an independent agency currently Dunn & Bradstreet
- 1.4 **Technical Capacity (Scored – Schedule 3).** Please provide a project specific proposal that demonstrates your capacity and ability to provide the works indicated for each job plan (appendix A) including a statement of exclusions such as materials, equipment or attendances required to be provided by the NMRN.
- 1.5 **Interview.** The NMRN reserves the right to interview any contractor or supplier to further assess their capability and work standards or request site visits to review specific examples of work from the case studies provided in **Schedule 3**.
- 1.6 **References.** Please list the name and address, job title, email and telephone contact details for the three examples provided in **Schedule 3** (item 1.2).

SCHEDULE 5 – PRICING SCHEDULE

1.1 Please provide lump sum costs against each of the items in the following schedule:

2017 Planned maintenance tasks	PM number	Cost £
Survey and Paint 34' launch internally and externally	PM5167	
Survey and Paint 32' Admirals barge internally and externally	PM5167	
Survey and Paint 28' Pinnacle internally and externally	PM5167	
Survey and Paint Yawl internal & external	PM5167	
Survey and Paint 18' cutter internally and externally	PM5167	
Paint Ship Side now to include Tompions, deadeyes and davits	PM5177	
Paint Port ceremonial brow 2014	PM5198B	
Paint Forward Port Emergency Brow 2014	PM5198C	
Paint all paintwork on Upper deck including fittings, cabin faces, hatch coamings, mast Bitts and gratings	PM5235	
Middle gun deck painting		
Lower gun deck painting		

1.2 Please note that the NMRN reserves the right to instruct each job plan individually or collectively and as such they should be priced accordingly. Should any economies be achieved by undertaking multiple tasks during one visit then these should be highlighted in your submission.

1.3 Please also provide a day and half day rate for works suspended through no fault of the contractor, i.e. NMRN instruction to suspend works or inclement weather.

Half day delay	£
Full day delay	£

Please note that for any delay likely to be in excess of 1 day, the contractor may be asked to suspend works and make arrangements for a return to site in the future to complete the works. In such circumstances only 1 days delay can be claimed against each case of suspension.

SCHEDULE 6 – NMRN TERMS AND CONDITIONS

- 1.1 **Payment Terms:** Unless stated otherwise, payment terms will be 30 days from receipt of invoice. Invoices are to be submitted to the Client, who will review and approve them for processing.
- 1.2 **Invoicing:** Invoices should be emailed to finance@nmrn.org.uk and cc'd to the HST procurement email address HST.procurement@NMRN.org.uk for review and approval.
- 1.3 **Invoicing:** All goods and services must be procured using a system generated order number, including those based on contracts. This order number must be clearly shown on each invoice, if we receive an invoice missing this we will return it, unpaid, to the supplier and request that they contact the staff member who placed the order to obtain one.
- 1.4 **Contact Information:** Depending upon the works package or material supply, a suitable short contract based upon the NEC Suite of Contracts will be used. Any contract amendments will be discussed and agreed between the contracting parties prior to the award of contract. Should you have any queries or wish to have an informal discussion about this role then please contact Andrew Baines, Director of Historic Ships on 023 9272 7565

SCHEDULE 7 FORM OF TENDER

To: National Museum of the Royal Navy, HM Naval Base (PP66), Portsmouth, Hampshire, PO1 3NH

Email: HST.procurement@NMRN.org.uk

Date: _____

Work Package / PMS reference(s):

2017 Planned maintenance tasks	PM number
Survey and Paint 34' launch internally and externally	PM5167
Survey and Paint 32' Admirals barge internally and externally	PM5167
Survey and Paint 28' Pinnacle internally and externally	PM5167
Survey and Paint Yawl internal & external	PM5167
Survey and Paint 18' cutter internally and externally	PM5167
Paint Ship Side now to include Tompions, deadeyes and davits	PM5177
Paint Port ceremonial brow 2014	PM5198B
Paint Forward Port Emergency Brow 2014	PM5198C
Paint all paintwork on Upper deck including fittings, cabin faces, hatch coamings, mast Bitts and gratings	PM5235
Middle gun deck painting	
Lower gun deck painting	

I/We the undersigned, hereby tender and offer to provide the Contract as listed below which is more particularly referred to in the Invitation to Tender supplied to us for the purpose of tendering for the provision of the Contract and upon the terms thereof.

- 1.1 Our Lump Sum offer for this Service is set out in Schedule 5 of this document.
- 1.2 Attached to this Form of Tender are the following:
- 1.3 Our response to the information set out in **Schedule 3 and 4**.
- 1.4 The completed Pricing - **Schedule 5**.
- 1.5 I/We confirm that we accept the NMRN Terms and Conditions as issued with the Invitation to Tender.
- 1.6 I/We understand that the Client reserves the right to accept or refuse this Tender whether it is lower, the same, or higher than any other Tender.
- 1.7 I/We confirm that this Tender will remain valid for 12 months from the date of this Form of Tender.
- 1.8 I/We confirm that the undersigned are authorised to commit the Tenderer to the contractual obligations contained in the Invitation to tender and the Contract.

Signed _____

Signed by (complete the table below):-

Date: _____

Name(s): _____

Position: _____

For and on behalf of (name of organisation): _____

Contact Tel Nr: _____

Contact Email Address: _____

Address:

APPENDIX A

Individual Job Plans

Summary list of works:

2017 Planned maintenance tasks	PM number
Survey and Paint 34ft launch internally and externally	PM5167
Survey and Paint 32ft Admirals barge internally and externally	PM5167
Survey and Paint 28ft Pinnacle internally and externally	PM5167
Survey and Paint Yawl internal & external	PM5167
Survey and Paint 18' cutter internally and externally	PM5167
Paint Ship Side now to include Tompions, deadeyes and davits	PM5177
Paint Port ceremonial brow 2014	PM5198B
Paint Forward Port Emergency Brow 2014	PM5198C
Paint all paintwork on Upper deck including fittings, cabin faces hatch coamings, mast Bitts and gratings	PM5235
Middle gun deck painting	
Lower gun deck painting	

GENERAL

1. All work is to be undertaken by a suitably qualified experienced person.
2. Artefact identification numbers must be reinstated. Where lead and copper is required to be painted a suitable etching primer shall be used.
3. For the purpose of this document the term 'Stripe Coating' is defined as... additional coats of paint that are applied to areas which have been abraded back to bare timber and their function is to build a satisfactory coating thickness in readiness for remaining coats.
4. The use of filler is to be carried out only where the profile of a substrate is still intact and good adhesion is achievable by following the manufacturer's guidelines for application. Where this is not possible alternative methods of repair may be required which may incur additional cost.
5. Deck and surrounding ships fittings to be protected.
6. Area to be cleaned of all arising daily.
7. Exclusion zones to be discussed maintained and adhered to.
8. To supply all consumables and PPE
9. To supply all accommodation and travel
10. Install exclusion zone as agreed.
11. Mask and protect areas required prior painting works
12. Install temporary sheeting/ containment to work areas and protect deck and artefacts.
13. To fully degrease and wash all areas prior to any preparation/painting works to remove all surface contaminants
14. To Prepare all areas to the required standards by fully hand abrading all painted and varnished surfaces to provide a suitable key for the application of paint and hand scrape only the deck heads. Lead Containing Material is present and correct PPE is it to be worn.
15. Fill screw holes with suitable filler prior to painting.
16. Apply 1 coat Zinnser 123 Bullseye to all varnished areas

17. Apply 1 finish coat of water based paint to the all bulkheads and varnished surfaces as listed in bounds above, with the exception of the mast sections which are to have 2 coats.
18. Hold points and inspection at the clients wishes
19. All areas to be cleaned at the end of the shift or prior to application of paint coatings
20. Completion certificates to be supplied on completion.

Existing paint work may contain lead based products and appropriate health and safety measures should be taken. The location of LCM's can be found in the Team Victory office and can be supplied

WEATHER DECKS (PM 5235)

Ship's weather decks to be re-preserved on a 2 yearly cycle. This task is to include beak deck 28m², Forecastle 42m², port and Starboard waists 27m², quarter deck 36m², Cabin faces 35m² and poop deck 40m². Ship side approx. 1500m²

- a. Treatment to be as the ship's side, due to being classed as a weather deck.
- b. Clean off loose material, and wash to remove soluble salts and dirt.
- c. Reconcile any deteriorated areas of paintwork by rubbing down to a feather edge.
- d. Stripe coat bare patches with Sikkens primer plus (also acts as an undercoat).
- e. Top coats to be:-
 1. Sikkens Black NCS S 8500-N to replace all items previously painted Black.
 2. Sikkens Iron work Black RAL 9005
 3. Sikkens Ochre NCS S 3020-Y40R to replace all items previously painted Buff.
 4. Sikkens Ochre NCS S 2010-Y30R base of mizzen mast behind ships wheel.
 5. Sikkens Gun port Maroon NCS 2075-Y70R to gun ports and tompions.
 6. Sikkens Beak deck Blue on beak deck bulkhead (Brewers local formula).
 7. Sikkens Lead White NCS S 1005-Y20R deck head above wheel.
- f. Polyester resin filler to be applied where appropriate and sanded.
- g. Arbokol 1000 filler is to be used where any caulking is found missing wetted and smoothed.

Scope of work for the Beak Deck

- a. Beak deck is to include forward facing bulkheads from deck up to top outer edge of capping blue, Ochre and gun port maroon.
- b. Bulkhead doors and gun port lids, including linings.
- c. Round houses
- d. Netting frames
- e. Seats of ease.(heads)
- f. Gratings and surrounding capping 16m2(Top Surface Only)
- g. Remove and replace hammock netting in way of above painting to enable ease of access (BAE to carry out)

Scope of Work for the Forecastle

- a. Bulwarks and associated fittings, from upper waterway level to top outboard edge of capping. (Bulwarks extend forward from Pt & Starboard waists to transverse forward bulwark.
- b. Cathead beam including stanchions. (canvas cover to be removed if fitted by BAE)
- c. Marines walk (safety handrail to be provided by BAE).
- d. All knightheads
- e. All kevel cleats
- f. All garlands and shot (shot not to be removed)
- g. Belfry
- h. Chimney
- i. Aft athwartships rail including deck knees
- j. Port Steel fish davit to be primed and undercoated before applying Sikkens Black NCS S 8500-N (MEWP required)
- k. 2 x 68 carronades 2 x 12lb guns including tompions

- l. 1 set of Mast Bitts (2 sets 1 fore and 1 aft of foremast)
- m. Forecastle hatch coaming excluding the section at the top of ladder which is to be left bare.
- n. 5 sections of timber gratings including coamings

Scope of Work for Port & Starboard Waists

- a. Capping's to top outer edge along with hammock cranes, Handrails, Cleats, Anchor flute support pads and inboard stanchions along GRP cover.
- b. Remove and replace hammock netting in way of above painting to enable ease of access (BAE to remove and replace).

Scope of Work for Quarter Deck

- a. Bulwarks and associated fittings, from waterway level to top outboard edge of capping. (Bulwarks extend aft from Pt & Starboard waists to Poop Deck)
- b. Netting panels in bulwarks to be removed re-preserved and replaced.
- c. Forward athwartships rail forward of mast.
- d. All hammock cranes along Pt Starboard bulwarks, forward athwartships rail
- e. Poop Deck Ladders and handrails
- f. Binnacle (compass housing)
- g. Remove and replace hammock netting in way of above painting to enable ease of access (BAE to remove and replace)
- h. Bottom section of Mizzen mast including wedges Sikkens Ochre NCS S 2010-Y30R and Sikkens Black NCS S 8500-N
- i. Deck head Sikkens Lead White NCS S 1005-Y20R
- j. 6 x 12lb guns
- k. Cabin faces, all brass work is to be masked off or protected prior to painting. Cabling to be painted as per surrounding area they are attached to.
- l. Hatch coaming, section at top of ladder to be left bare timber.
- m. 1 set of main mast bitts

- n. 1 small hatch cover aft of wheel

Scope of Work for Poop Deck

- a. Bulwarks and associated fittings, from waterway level to top outboard edge of capping.
- b. Transom bulkhead
- c. Transom Knees
- d. Port and Starboard boat davits to be primed and undercoated before applying Sikken's Black NCS S 8500-N (MEWP required)
- e. Athwart ship capping's and rails at forward end of Poop Deck (buckets to be removed by BAE)
- f. Flag locker external only Sikken's Black NCS S 8500-N
- g. Remove and replace hammock netting in way of above painting to enable ease of access
safety line to be put in place to allow safety harness fixing. (BAE to remove and replace)
- h. 1 set of mizzen mast bits

Repainting of ships boats - PM5167

(J.P. 6023) Survey and paint 34' launch

General

1. All work is to be undertaken by a SQEP.
2. All surveys are to be fully recorded and reported to NMRN (P).
3. Defects are to be highlighted for repair authorisation

Scope of work of 34' launch

1. Launch to be painted in situ on the ship via crawl boards etc.
2. Launch is to be fully surveyed, recorded and reported to the NMRN (P)
3. Any defects are to be highlighted for repair authorisation.
4. All bottom boards, sheet lockers, transom board and sweeps are to be removed to allow full re-preservation to be carried and refitted upon completion.
5. Provision of hop up is to be provided for safe means of access into the boat
6. Launch to be painted IAW below specifications:

Paint specification of 34' launch

Internal Works

Hull Planking

Preparation	One coat of Grey Primer C425V2/Undercoat M761
Top Coat	Two coats of Low Sheen Buff R4287 (refer Note A).
Woodwork (Note B)	Varnish Two coats of Cetol Filter 7 Light Oak Varnish AA-F04-2374

External Works

Washstrake

Preparation	One coat of Grey Primer C425V2/Undercoat M761
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Top Coat Two coats of Low Sheen Buff R4287 (refer Note A).

Rubbing Strake Varnish Two coats of Cetol Filter 7 Light Oak Varnish AA-F04-2374

Planksheer Strake and Strake Below

Preparation One coat of Grey Primer C425V2/Undercoat M761 (Refer Note C)

Top Coat Two coats of Low Sheen Black M771

Hull Planking, Stem, Transom & Rudder and oar staves

Preparation One coat of White Primer C425V2/Undercoat M761

Top Coat Two coats of Low Sheen White M771

Notes:

- A. This work EXCLUDES:

Bottom Boards, Thwarts, Pillars, Stern sheets and associated boarding.
- B. This work INCLUDES:

Bottom Boards, blades of oars, Thwarts, Pillars, Stern sheets and associated boarding.
- C. In the case of Carvel Built Boats, the lower edge of the black band to fall twice the depth of the plank sheer below the rubbing strake and rise as convenient afore and abaft to pronounce the boats sheer.

(J.P. 6024) Survey and paint 32' Admiral's Barge

General

1. All work is to be undertaken by a SQEP.
2. All surveys are to be fully recorded and reported to NMRN (P).
3. Defects are to be highlighted for repair authorisation

Scope of work to 32' Admirals Barge

1. Admirals Barge to painted in situ on HMS Victory via crawl boards

2. Admirals Barge is to be fully surveyed, recorded and reported to the relevant authority.
3. Any Defects are to be highlighted for repair authorisation.
4. All bottom boards, sheet lockers, transom board and sweeps are to be removed to allow full re-preservation to be carried and refitted upon completion.
5. Lifting and movement of barge to enable painting to be carried out in way of boat chocks.
6. Admiral's Barge to be painted in accordance with below specifications:

Paint specification for 32' Admiral's Barge

Internal Works

Hull Planking

Preparation	One coat of Grey Primer C425V2/Undercoat M761
Top Coat	Two coats of Low Sheen Green.
Woodwork (Note B)	Varnish Two coats of Cetol Filter 7 Light Oak Varnish AA-F04-2374

External Works

Washstrake

Preparation	One coat of GREY Primer C425V2/Undercoat M761
Top Coat	Two coats of Low Sheen Green
Rubbing Strake Gold Enamel	To Be Confirmed

Planksheer Strake and Strake Below

Preparation	One coat of Grey Primer C425V2/Undercoat M761
Top Coat	Two coats of Low Sheen Green

Transom and Head of Rudder

Preparation	One coat of Grey Primer C425V2/Undercoat M761
Top Coat	Two coats of Low Sheen Green

Hull Planking, Stem, and lower part of rudder

Staves of oars

Preparation	One coat of White Primer C425V2/Undercoat M761
Top Coat	Two coats of Low Sheen White M771

Notes:

- A. This work EXCLUDES:

Bottom Boards, Thwarts, Pillars, Stern sheets and associated boarding.
- B. This work INCLUDES:

Bottom Boards, blades of oars, Thwarts, Pillars, Stern Sheets and associated boarding.

(J.P. 6025) Survey and paint 28' pinnacle

General

- 1. All work is to be undertaken by a SQEP.
- 2. All surveys are to be fully recorded and reported to NMRN (P).
- 3. Defects are to be highlighted for repair authorisation

Scope of work to 28' pinnacle

- 1. Pinnacle to be surveyed and painted in situ on board HMS Victory
- 2. Pinnacle is to be fully surveyed, recorded and reported to the relevant authority.
- 3. Any Defects are to be highlighted for repair authorisation.
- 4. All bottom boards, sheet lockers, transom board and sweeps are to be removed to allow full re-preservation to be carried and refitted upon completion.
- 5. Pinnacle to be painted IAW below specifications:

Paint specification of 28' Pinnacle

Internal Works

Hull Planking

Preparation	One coat of Grey Primer C425V2/Undercoat M761
Top Coat	Two coats of Low Sheen Buff R4287 (refer Note A).
Woodwork (Note B) Varnish	Two coats of Cetol Filter 7 Light Oak Varnish AA-F04-2374

External Works

Washstrake

Preparation	One coat of Grey Primer C425V2/Undercoat M761
Top Coat	Two coats of Low Sheen BUFF R4287
Rubbing Strake Varnish	Two coats of Cetol Filter 7 Light Oak Varnish AA-F04-2374

Planksheer Strake and Strake Below

Preparation	One coat of Grey Primer C425V2/Undercoat M761 (Refer Note C)
Top Coat	Two coats of Low Sheen Black M771

Hull Planking, Stem, Transom & Rudder

Preparation	One coat of WHITE Primer C425V2/Undercoat M761
Top Coat	Two coats of Low Sheen White M771

Notes:

A. This work EXCLUDES:

Bottom Boards, Thwarts, Pillars, Stern sheets and associated boarding.

B. This work INCLUDES:

Bottom Boards, Thwarts, Pillars, Stern Sheets and associated boarding.

C. In the case of Carvel Built Boats, the lower edge of the black band to fall twice the depth of the plank sheer below the rubbing strake and rise as convenient afore and abaft to pronounce the boats sheer.

(J.P. 6026) Survey and paint Yawl

General

1. All work is to be undertaken by a suitably qualified experienced person
2. All surveys are to be fully recorded and reported to NMRN (P).
3. Defects are to be highlighted for repair authorisation

Scope of work to yawl

1. The Yawl is currently located in and works to be undertaken to the yawl in the Victory workshop.
2. Yawl is to be fully surveyed, recorded and reported to the relevant authority.
3. Any Defects are to be highlighted for repair authorisation.
4. All bottom boards, sheet lockers, transom board and sweeps are to be removed to allow full re-preservation to be carried and refitted upon completion.
5. Lifting and movement of Yawl to enable painting to be carried out in way of boat chocks.
6. Yawl to be painted IAW below specifications:

Paint specification for the yawl

Internal Works

Hull Planking

Preparation	One coat of Grey Primer C425V2/Undercoat M761
Top Coat	Two coats of Low Sheen Buff R4287 (refer Note A).

Woodwork (Note B) Varnish

Two coats of Cetol Filter 7 Light Oak Varnish AA-F04-2374

External Works

Washstrake

Preparation

One coat of Grey Primer C425V2/Undercoat M761

Top Coat

Two coats of Leigh's Low Sheen Buff R4287

Rubbing Strake Varnish

Two coats of Cetol Filter 7 Light Oak Varnish AA-F04-2374

Planksheer Strake and Strake Below

Preparation

One coat of Grey Primer C425V2/Undercoat M761
(Refer Note C)

Top Coat

Two coats of Low Sheen Black M771

Hull Planking, Stem, Transom & Rudder

Preparation

One coat of White Leigh's Primer C425V2 /Undercoat M761

Top Coat

Two coats of Low Sheen White M771

Notes:

- A. This work EXCLUDES:

Bottom Boards, Thwarts, Pillars, Stern sheets and associated boarding.
- B. This work INCLUDES:

Bottom Boards, Thwarts, Pillars, Stern sheets and associated boarding.
- C. In the case of Clinker Built Boats, the lower edge of the black band to run afore and abaft with the lower edge of the strake below the plank sheer to pronounce the boats sheer.

(J.P. 6028) Survey and paint 18' Cutter

General

1. All work is to be undertaken by a SQEP.
2. All surveys are to be fully recorded and reported to NMRN (P).
3. Defects are to be highlighted for repair authorisation

Scope of Work to 18' Cutter

1. Remove Cutter to Workshop
2. Cutter is to be fully surveyed, recorded and reported to the relevant authority.
3. Any Defects are to be highlighted for repair authorisation.
4. All bottom boards, sheet lockers, transom board and sweeps are to be removed to allow full re-preservation to be carried and refitted upon completion.
5. Lifting and movement of the Cutter to enable painting to be carried out in way of boat chocks.
6. Cutter to be painted IAW below specifications:

Paint specification for 18' Cutter

Internal Works

Hull Planking

Preparation	One coat of Grey Primer C425V2/Undercoat M761
Top Coat	Two coats of Low Sheen Buff R4287 (refer Note A).
Woodwork Varnish	Two coats of Cetol Filter 7 Light Oak Varnish AA-F04-2374(Note B)

External Works

Washstrake

Preparation	One coat of Grey Primer C425V2/Undercoat M761
Top Coat	Two coats of Low Sheen Buff R4287
Rubbing Strake Varnish	Two coats of Cetol Filter 7 Light Oak Varnish AA-F04-2374

Planksheer Strake and Strake Below

Preparation	One coat of Grey Primer C425V2/Undercoat M761 (Refer Note C)
Top Coat	Two coats of Low Sheen Black M771

Hull Planking, Stem, Transom & Rudder

Preparation	One coat of White Primer C425V2/Undercoat M761
Top Coat	Two coats of Low Sheen White M771

Notes:

- A. This work EXCLUDES:

Bottom Boards, Thwarts, Pillars, Stern sheets and associated boarding.
- B. This work INCLUDES:

Bottom Boards, Thwarts, Pillars, Stern sheets and associated boarding.
- C. In the case of Clinker Built Boats, the lower edge of the black band to run afore and abaft with the lower edge of the strake below the plank sheer to pronounce the boat's sheer.

Middle Gun Deck repainting

1. Deckhead including carlings, beams, ledgers and knees (Lead White) 1 coat
2. Wardroom athwartships bulkhead (Lead White) 1 coat
3. Bulkheads including Beam end chocks, Roberts brackets (Lead White) 1 coat
4. Quartermasters lobby (Lead White)
5. Mast sections and deckhead wedges (Lead White) bands as per parent surface 2 coats
lower wedges New black
6. Gun port surrounds (Gun Port Orange) Perspex to remain in place.
7. Capstans (Lead White)
8. Galley internal and external (Lead White)
9. Arms brackets 2 coats, hooks, cleats & ring bolts (as per parent surface) where accessible.
(Lead White)
10. Cabling and FSS supports as per parent surface
11. Hatch coamings, shot garlands and ladder supports new Black, shot - gun barrel black
12. Support pillars (Lead White)
13. Mast partners and surrounds (Lead White)
14. Deck ring bolts left unpainted

Lower Gun Deck repainting

1. Deckhead including carlings, beams, ledgers (Lead White)
2. Bulkheads including Beam end chocks, Roberts brackets (Lead White)
3. Mast sections (Lead White) bands as per parent surface deckhead wedges (Lead White) lower wedges - new black
4. Foremast step new black, hatch covers external new black, internal lead white
5. Anchor bitts leave unpainted
6. Pumps and mainmast bitts leave unpainted
7. Gun port surrounds and forward gun ports doors and drop in boards (Gun Port Orange) Perspex to remain in place.
8. After capstan only (Lead White) Jeer capstan (forward) leave natural.
9. Manger internal faces up to top edge - new black, top and external faces (Lead White), deck knee up to level of the top of the breast hook - new black, top section (Lead White), Rollers do not paint.
10. Arms brackets, hooks, cleats & ring bolts (as per parent surface) where accessible (Lead White)
11. Cabling and FSS supports as per parent surface (Lead White)
12. Hatch coamings, shot garlands, ladder supports new black, shot gun barrel black
13. Support Pillars (Lead White)
14. Mainmast partners New black deckhead wedges (Lead White) lower new black
15. Tiller arm and deck knee New black
16. Deck ring bolts left unpainted

Caveats to Gun Deck Painting tasks

1. Guns and carriages are not included in the scope of this WAF.
2. Brodie stove not included in the scope of this WAF.
3. No gun ports are to be dropped and tackles will be remain in place the contractor will mast ropes and paint as close as possible.
4. No cordage will be removed from any fitting to allow access for painting by sub-contractor.
5. All Artefacts, gun tackles and rope are to be removed prior to the start of work.
6. No allowance has been made for any repairs found necessary during this work.
7. Areas of decayed timber will be painted and not filled.
8. All fungal growths are to be removed prior to painting.
9. 4 in number visits have confirmed with the painting contractor.
10. No allowance has been made for any structural alterations required other than those mentioned in the scope

Any additional tasks not covered in the scope will be subject to a variation being raised

Appendix B

Current SHE induction document

Appendix C

Standards of Behaviour, language and attire

Behaviour:

All personnel working on HMS Victory are expected to maintain the highest standards of professionalism, respect and courtesy to all members of the general public, NMRN staff, Royal Navy Staff, VIPs, guests and other contracting companies at all times whilst working within the Portsmouth Historic Dockyard as a whole.

The NMRN reserves the right to permanently remove anyone from site for any serious offence.

Language:

Any foul or offensive language used whilst working within the Portsmouth Historic Dockyards will not be tolerated and the offending person will be removed from site. Only after a full review (with a Director of the Company employing the offender and a member of the HST) where actions / undertakings are agreed and assurances no further breaches will occur, will the offender be allowed back on site.

Attire:

All operatives / contractors employed to work on, in, or under HMS Victory or within the confines of the dry dock within which she is sited are to wear the following minimum standards of attire at all times within Portsmouth Historic Dockyard:

- Work trousers and appropriate footwear / site boots.
- Company branded polo shirts, sweatshirts, overalls and waterproofs. It is expected that all operatives working for each contractor should have matching attire. Please note sleeveless tops are not permitted.
- Depending upon the activity and SHE requirements, branded PPE jackets and hard hats.

If there is a valid Health and Safety reason why such attire cannot be worn for any planned activity it is the responsibility of the contracting company to request permission for a relaxation of these standards for part or the whole of that activity prior to commencement of work.

It is the duty of each contracting company to gain permission for proposed branded workwear from the HST prior to commencement of work.

Failure to provide the above standard of workwear will result in the suspension of works at no cost to the NMRN.