



## BAWTRY TOWN COUNCIL

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### *Other Information, Requirements & Guidance for Electric Vehicle Charging Provision*

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#### Maintenance

Maintenance and servicing of hardware should include:

- Remote reset and fault fixing.
- Call-out maintenance service.
- 24/7 support as required

#### Access

The car park is a public space and can be accessed at any time for a site visit or to undertake the works. However, the area will need to be cordoned off appropriately to meet any health & safety requirements by the contractor whilst the works are in progress.

The work will be carried out during normal working hours. Typically, the working hours will be 0800am-17:00hrs Monday – Friday. There will be no weekend working unless specifically agreed with the Council

#### Financial Submission.

The fee presented is to be a fixed lump sum fee for the provision of supply and install of the chargepoints, the chargepoint management system, and maintenance and servicing of all equipment.

The fee is to include all expenses. This will include printing costs, travel costs, accommodation, disbursements, visuals, models and all other expenses and costs required in the provision of the Services. The fee should exclude VAT.

#### Commencement Date

Tenders should provide a commencement date or lead time to advise when work could begin if appointed.

### Tendering Costs

The Council will not be responsible for or pay for any costs or expenses that are incurred by any tendering contractor in preparing and submitting their tender.

### Insurance

The minimum amount insured in respect of public liability shall be £10M for any one occurrence or series of occurrences arising out of one event.

### Completion documentation

The contractor is to provide upon completion, certification that the installation complies with all relevant legislation, is fit for use and that all labelling and signage fitted.

### Health & Safety

The contractor will be required to provide all relevant Method Statements, Risk Assessments, and COSHH Information Data Sheets prior to commencing works.

The contractor is to ensure that all works are made safe by the end of each working shift and the area is left in a clean and tidy condition to the satisfaction of the Council.

The contractor is to ensure that all areas are adequately protected from damage during the works.

The contractor is responsible for the removal and disposal of all associated waste. This should be removed from the car park before the end of each shift.

Allow for the removal of any hazardous material or controlled waste from site if applicable, and include for provision of copies of any disposal certificates to the Council.

You should be aware the town Council is subject to the Freedom of Information Act 2000 and is required to comply with any requests submitted.