**Framework Schedule 1 (Specification)**

This Schedule sets out what we and our Buyers want.

The supplier must only provide the Deliverables for the Lot that they have been appointed to.

For all Lots and/or Deliverables, the Supplier must help Buyers comply with any specific applicable Standards of the Buyer.

The Deliverables and any Standards set out in Section 1 to 6 below may be refined (to the extent permitted and set out in the Order Form) by a Buyer during a Further Competition Procedure to reflect its Deliverables Requirements for entering a particular Call-Off Contract.

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[**1.**](#_heading=h.3fwokq0) **Scope of the Framework Contract** 4

[**2.**](#_heading=h.1v1yuxt) **Description of the Lots** 5

[**3.**](#_heading=h.4f1mdlm) **Social Value - all lots** 7

[**4.**](#_heading=h.2u6wntf) **Carbon Net Zero - all lots** 10

[**5.**](#_heading=h.19c6y18) **General Mandatory Requirements - all lots** 11

[**6.**](#_heading=h.3tbugp1) **Framework Standards** 29

[**7.**](#_heading=h.28h4qwu) **Specific Mandatory Requirements Lot 1** 32

[**8.**](#_heading=h.nmf14n) **Specific Mandatory Requirements Lot 2** 44

[**9.**](#_heading=h.37m2jsg) **Specific Mandatory Requirements Lot 3** 45

[**10.**](#_heading=h.46r0co2) **Specific Mandatory Requirements Lot 4** 74

[**11. Specific Mandatory Requirements Lot 5** 78](#_heading=h.2lwamvv)

**Annexes:**

Annex A - Social Value Reporting

Annexes B - E (Lot 1 only)

Annex B - Government Workplace Design Guide

Annex C - HMRC FFE Finishes Specification

Annex D - HMRC Inclusive Design Guide

Annex E - HMRC Employer’s Information Requirements (EIR) for Building Information Modelling (BIM)

Annexes F & G (Lot 3 only)

Annex F - Service Family Accommodation Technical Specification

Annex G - Single Living Accommodation Technical Specification

Annexes H & I (Lot 5 only)

Annex H - Lot 5 MOD Repair and Renovations Technical Specification

Annex I - BER Certificate

Annexes J - K (Lot 3 only)

Annex J - Lot 3 Service Family Accommodation Image/Drawing Files (Pricing Tab 1)

Annex K - Lot 3 Single Living Accommodation Image/Drawing Files (Pricing Tab 2)

Lot 3 Single Living Accommodation Image/Drawing Files (Tab 2/1)

Lot 3 Single Living Accommodation Image/Drawing Files (Tab 2/2)

Lot 3 Single Living Accommodation Image/Drawing Files (Tab 2/3)

**INTERPRETATION OF THIS FRAMEWORK SCHEDULE 1 (SPECIFICATION)**

*For the purposes of this Framework Schedule 1 (Specification), unless the context otherwise requires, references to:*

1. *“product(s)” shall refer to “Goods” and/or “Services” (as appropriate);*
2. *“delivery” shall refer to “Delivery”;*
3. *“Authorities” shall refer to two or more “Buyers”, or “CCS” and one or more “Buyers”;*
4. *“information” shall refer to “Information”;*

*as defined in Joint Schedule 1 (Definitions).*

# **Scope of the Framework Contract**

* 1. Crown Commercial Service (CCS) is seeking to establish a Framework Contract for the provision of Furniture and Associated Services 2, reference RM6308. The Framework Contract shall comprise of 5 Lots as detailed in Section 2 - Description of the Lots
  2. CCS does not warrant that any Buyer will enter into a Call Off Contract via this framework. Each Buyer(s) will refine their requirements through a Call Off Contract that, subject to Framework Schedule 7 (Call Off Procedures), will be signed by the Supplier and Buyer(s)
  3. A full list of Buyer(s) who are able to use this Framework Contract from its Start Date can be found in the Find a Tender Service (FTS) notice. This Framework Contract shall be managed centrally by CCS and Call Off Contracts shall be managed by the Buyer(s)
  4. The procurement has been advertised by publishing a Contract Notice in the FTS advertising the Open Procedure under “the Regulations”
  5. The purpose of this Framework Schedule 1 (Specifications) is to provide a description of the Goods and Services that the Supplier shall provide to and deliver to Buyer(s) under the Lots within this Framework Contract
  6. Any Goods and/or Services listed within this Schedule, but not listed in Framework Schedule 3 (Framework Prices), shall be agreed with Buyer(s) in the Call Off Contract or provided free of charge

# **Description of the Lots**

* 1. The Framework Contract consists of 5 Lots. All Suppliers must comply with all general mandatory requirements (set out in Section 3 below) as well as the specific mandatory requirements (referred to under each Lot summarised below)

| **Lot** | **Description of the Lots** |
| --- | --- |
| **1** | **Office Furniture (Standard and Corporate)**  Provision of general office furniture and associated services (including but not limited to office seating, desking, tables, desk screens, monitor arms, storage and accessories) in line with GPA Design Guide. Suppliers will also offer remanufactured, refurbished and recycled office furniture items to meet Buyer(s) Call-Off Contract requirements.  *All mandatory requirements the Suppliers shall fulfil under Lot 1 of this Framework Contract can be found at Section 7: Specific Mandatory Requirements Lot 1.* |
| **2** | **MOD Office Furniture**  Provision of general office furniture and associated services (including but not limited to office seating, desking, tables, desk screens, monitor arms, storage and accessories) in line with MOD requirements. Suppliers will also offer remanufactured, refurbished and recycled office furniture items to meet Buyer(s) Call-Off Contract requirements.  *All mandatory requirements the Suppliers shall fulfil under Lot 2 of this Framework Contract can be found at Section 8: Specific Mandatory Requirements Lot 2.* |
| **3** | **Residential Furniture**  Provision of residential furniture and associated services.  *All mandatory requirements the Suppliers shall fulfil under Lot 3 of this Framework Contract can be found at Section 9: Specific Mandatory Requirements Lot 3.* |
| **4** | **High Density Steel Storage**  Provision of a range of trade pattern static and mobile storage solutions and associated services.  *All mandatory requirements the Suppliers shall fulfil under Lot 4 of this Framework Contract can be found at Section 10: Specific Mandatory Requirements Lot 4.* |
| **5** | **Sustainability**  **Repair and Renovation**  Provision of sustainability requirements for furniture fulfilment and/or sustainable disposal. This will include, but is not limited to:  Remanufacturing of own assets, Reuse of goods, Buying of remanufactured / sustainable furniture. This Lot also includes repair and renovation services.  *All mandatory requirements the Suppliers shall fulfil under Lot 5 of this Framework Contract can be found at Section 11: Specific Mandatory Requirements Lot 5.* |

# **Social Value - all lots**

* 1. Social Value legislation[[1]](#footnote-0) places a legal requirement on all public bodies to consider the additional social, economic and environmental benefits that can be realised for individuals and communities through commissioning and procurement activity, and, in Scotland, to deliver them. These benefits are over and above the core deliverables of Contracts. General information on the Social Value Act can be found [here](https://www.gov.uk/government/publications/social-value-act-introductory-guide)
  2. Guidance published in Procurement Policy Note [06/20](https://www.gov.uk/government/publications/procurement-policy-note-0620-taking-account-of-social-value-in-the-award-of-central-government-contracts) requires that Social value should be explicitly evaluated in all central government procurements, rather than just considered as required under the Public Services (Social Value) Act 2012. Updated social value themes for public bodies can be found [here](https://www.gov.uk/government/publications/procurement-policy-note-0620-taking-account-of-social-value-in-the-award-of-central-government-contracts)
  3. Suppliers must provide evidence of their commitment to Social Value and demonstrate an ability and willingness to work with CCS and Buyers to identify and help further their Social Value requirements. This is throughout the Framework Contract Period
  4. Priority themes in this Framework Contract are:
     1. tackling economic inequality
     2. fighting climate change
     3. equal opportunity
     4. Buyers may wish to focus on these themes within their own Call Off process. They may also focus on the following additional priority themes outlined in the PPN.
        1. Covid-19 recovery
        2. wellbeing
  5. Further details on these themes can be found in Framework Schedule 1 Annex A - Social Value Reporting
  6. Suppliers are expected to act with these priorities in mind, and CCS will discuss these priorities as part of Supplier Review Meetings as detailed in Framework Schedule 4 (Framework Management)
  7. The Buyer’s requirements will be set out at Call-Off. The Supplier shall comply with and/ or identify proposed Social Value initiatives, proportionate and relevant to each Call-Off Contract
  8. Suppliers shall deliver measurable benefits and impacts in respect of the Social Value priorities, when identified at Call-Off
  9. Suppliers shall record and report performance against the Social Value requirements, when detailed at Call-Off
  10. The Supplier shall ensure all appointed sub-contracted and supply chain Staff comply with the agreed Social Value policies, initiatives and procedures
  11. **Modern Slavery**
      1. The role of CCS and Buyer(s) is to ensure Suppliers with whom we do business understand the risks of modern slavery in the supply chain, and take appropriate action to identify and address those risks
      2. Guidance published in Procurement Policy Note [02/23](https://www.gov.uk/government/publications/ppn-0223-tackling-modern-slavery-in-government-supply-chains) explains that the government will use its extensive buying power to help mitigate the risks of Modern Slavery occurring in its supply chain by adopting new processes and procedures, in both procurement and supplier management. <https://www.gov.uk/government/publications/ppn-0223-tackling-modern-slavery-in-government-supply-chains>
      3. The Supplier shall assist and respond to any requirements to map the supply chain for goods supplied under this contract
      4. The Supplier shall demonstrate action to identify and manage the risks of modern slavery in the Delivery of the Contract, including in the Supplier's appointed supply chain
      5. Suppliers must be prepared, on request, to assist any relevant public body with reasonable enquiries, including potential source of goods
      6. CCS has identified specific risks in the furniture sector as follows
         1. Manufacturing industry
         2. The sourcing of products for the manufacturing process including plastics, steel, timber and fabrics
         3. Global supply chain
      7. Suppliers are required to report on Modern Slavery as specified under the relevant Performance Indicators within Framework Schedule 4 (Framework Management).
  12. **Diverse Supply Chain**
      1. Government has a commitment to obtain value for money and support small and medium-sized enterprises (SMEs) through procurement as set out in the [CCS SME Action Plan](https://www.gov.uk/government/publications/crown-commercial-service-sme-action-plan/crown-commercial-service-sme-action-plan--2)
      2. The Supplier shall take all reasonable steps to engage with small and medium-sized enterprises (SMEs), Social Enterprises (SEs) and local supply chain partners as Subcontractors to strengthen regional supply chain resilience and reduce the impact of the Goods and Services on the environment
      3. Suppliers shall report on the business they do with SMEs and SEs in Framework Schedule 1 Annex A – Social Value Reporting.
  13. **Fair, Inclusive and ethical employment practices & skills development**
      1. CCS and Buyer(s) consider the delivery of high quality public services to be critically dependent on a workforce that is inclusive, well-motivated, well-led and has appropriate opportunities for training and skills development
      2. Additionally, we expect all Suppliers and their supply chains to support and encourage employment and skills development opportunities through the performance of this Framework Contract, with a specific focus on opportunities for priority groups (including but not limited to, people with disabilities, ex-offenders, people from ethnic minorities and long-term unemployed). This should include training and apprenticeships, particularly in repair / renovation and manufacturing
      3. Suppliers shall report on the set criteria as per Framework Schedule 1 Annex A – Social Value Reporting
  14. **Wellbeing & Community Benefits**
      1. CCS and Buyer(s) expect the Supplier to positively impact individual wellbeing and contribute to transforming local communities wherever possible. Buyer(s) may test the Suppliers’ proposed methods for delivering wellbeing and community benefits as relevant to the requirements of the Call–Off Contract

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# **Carbon Net Zero - all lots**

* 1. The Climate Change Act as amended 2019, commits the UK to carbon net zero by 2050. Some Buyers may commit to an earlier deadline. Suppliers shall support Buyers in achieving their own deadline
  2. This Framework Agreement provides a means of embedding carbon net zero policies and processes to meet these targets through enabling improvements such as, use of smarter technology and reductions in greenhouse gas emissions
  3. In line with [PPN 06/21](https://www.gov.uk/government/publications/procurement-policy-note-0621-taking-account-of-carbon-reduction-plans-in-the-procurement-of-major-government-contracts) Suppliers will be required to submit a Carbon Reduction Plan as part of their tender submission
  4. The Supplier shall
     1. Maintain and embed their corporate carbon net zero principles, policies and procedures at Framework Contract level
     2. Develop, deploy and maintain appropriate management and Staffing levels to ensure all carbon net zero policies, principles and practices are in place
     3. Ensure compliance with all of HM Government and Buyer’s carbon net zero policies, targets and procedures and act upon the instructions of the Buyer
     4. Support Buyers to reduce their impact on the environment, aligned to the Greening Government Commitments 2021 to 2025
     5. Ensure all Supplier appointed subcontractors and supply chain Staff comply with the agreed carbon net zero policies, initiatives and procedures
  5. Suppliers shall be required to discuss progress during Supplier Review Meetings with CCS, as per Framework Schedule 4 (Framework Management)
  6. The Supplier shall work to reduce the amount of travel undertaken by Supplier Staff and third party Suppliers by combining deliveries of goods and services where practicable
  7. The Supplier shall work to reduce greenhouse gas emissions from transport by adopting the use of environmentally friendly transport solutions
  8. The Supplier shall ensure that any vehicle purchases used (or predominantly used) by the Supplier for the purpose of providing the Goods and Services are in compliance with the Government Buying Standards for transport
  9. The Supplier shall report on the Carbon Net Zero themes in Framework Schedule 1 Annex A – Social Value Reporting

# **General Mandatory Requirements - all lots**

* 1. This section details the mandatory requirements that Suppliers shall be expected to fulfil in their entirety under all the Lots, in order to meet the service delivery requirements of this Framework Contract. Suppliers shall read and comply with these requirements in conjunction with each of the Lot’s specific mandatory requirements
  2. The Supplier shall comply with all Relevant Schedules within this Framework, and any appropriate UK legislation, guidance, Approved Codes of Practices (APoC), Industry Standards, Government Guidelines, Supplier Code of Conduct and appropriate Public Procurement Notices (PPN)
  3. The Supplier shall meet the following requirements in their entirety in order to provide the Goods and Services under each Lot defined during the Framework term and until expiry of the Buyer’s Call-Off Contracts from this Framework
  4. The Supplier shall advise the Buyer of current appropriate best practices, the most efficient, sustainable, and value for money methods of delivering the requirements, for the Buyer’s consideration
  5. It is important that Suppliers take time to fully understand the Goods and Service requirements. All mandatory requirements, in conjunction with each Lot’s specific requirements, shall be complied with from the Start Date. Non-compliance with any of these requirements will be considered a reason for exclusion from the Framework Contract or Framework Contract termination
  6. The Supplier shall provide all Services in relation to the supply of the Goods and Services to the Buyer which shall include but not limited to
     1. Taking Orders for the Goods and Services from the Buyer in respect of the relevant Lot(s)
     2. Undertaking physical delivery of the Goods or Services ordered by the Buyer(s) in respect of the relevant Lot(s) to the required Buyer Site
     3. Conforming to the Charging Structure
     4. Undertaking and complying with any invoicing and billing requirements
     5. Undertaking to meet all Buyer requirements
     6. Providing a support function to deal with Buyer(s) enquiries and issues
     7. Handling Buyer Complaints
     8. Complying with Performance Indicators (PI’s), service levels and any reporting requirements
     9. Providing a dedicated Supplier Framework Manager as set out in Framework Schedule 4 (Framework Management) and item 15 of the Framework Award Form
     10. Comply with the Buyer’s Management Information requirements
  7. **Core List**
     1. The products listed in Framework Schedule 3 (Framework Prices), Annex 1 shall become the Core List for each of the Lots
     2. The Supplier shall:
        1. Ensure that all products in the Core List for each Lot are available from the Framework Start Date, and throughout the Framework Contract Period
        2. Review the Core List for each Lot to ensure it continually reflects the highest volume items purchased by the Buyer(s). Reviews will take place in accordance with Framework Schedule 4 (Framework Management)
        3. Identify further opportunities to rationalise and standardise the products included those in the Core List for each Lot
        4. Offer new, innovative and cost effective products to be considered for inclusion in the Core List as a result of developments in the furniture market
        5. Review the Core List to identify items that are no longer relevant to Buyers or the furniture market, and that should be considered for removal
     3. CCS will, at its complete discretion, approve or reject all proposed changes. Any accepted changes shall be made in accordance with Core Terms Clause 24 (Changing the Contract) and Joint Framework Schedule 2 (Variation Form).
  8. **Non-Core Products**
     1. In addition to the Core List, the Supplier shall make available to the Buyer(s) additional Goods and Services. These products shall be known as Non-Core Products. With CCS approval, products in high demand may be transferred from the Non-Core to Core List in accordance with Paragraph 5.7.3 above
     2. Non-Core Products are to be charged to the Buyer by
        1. Discount off the catalogue price (for products available within your existing range) - Lot 1-4, as submitted in the non-evaluated worksheets within Framework Schedule 3 (Framework Prices), Annex 1, and
        2. Open Book Costing (if products are not part of your existing range) – All Lots
  9. **Quality**
     1. The Supplier shall ensure that all Goods and Services supplied under this Framework are tested to the relevant minimum technical requirements set out within this Framework Schedule in Section 6 (Framework Standards), Section 9 (Lot 3), 10.4 (Lot 4 - Performance Standards) and 11.12 (Lot 5 - Performance Standards for Finishes and Fabrics).
     2. As per the mandatory requirements of each Lot and the Buyer(s) requirements, the Supplier shall ensure that all Goods and Services supplied under the Framework are:
        1. Fit for purpose
        2. Of satisfactory quality
        3. Comply with the relevant specification
        4. Free from minor defects
        5. Safe and durable
        6. Have a finish, appearance and construction that is acceptable to CCS and the Buyer(s)
     3. Fabrics and Finishes: Fabric requirements for each of the items in the Core List, are highlighted in the specification and/or price matrix. Some fabric types and colours are named, however, fabrics with similar properties and performance standards are acceptable. Fabrics and finishes will be made available in the full variety of colours according to the fabric range supplied. This excludes any item that carries a Nato Stock Number (NSN) which will be provided in the fabric and colour range options specified
     4. The Supplier shall ensure that all materials are suitable for their intended use and shall conform to the latest relevant British and European Standards, mandatory Government Buying Standards (found in Joint Schedule 5 - Corporate Social Responsibility), with consideration given to best practice Standards, Codes of Practice and current UK Statutory Regulations
     5. Furniture design and manufacturing processes shall have second life and circular economy consideration to facilitate remanufacturing, repair, recycling and reuse, in part or whole, such as
        1. Products supplied are easy to repair with standard, commonly available parts
        2. Components and spare parts shall be made available by the Supplier for at least 10 years after sale, to extend the product’s lifetime through repair (as far as reasonably practicable)
        3. Upholstered pads able to be removed, reupholstered and reattached non-destructively
        4. Seat pads and soft furnishings able to be reupholstered without the use of glues and
        5. Desk and table frames able to be reconfigured to different lengths without the cutting and welding of beams
     6. Plastic parts greater than 50g shall be marked for recycling according to ISO 11469:2016 or equivalent and must not contain additions of other materials that may hinder recycling. Compliance with ISO 11469:2016 should be captured in the Lot specific catalogue
     7. Suppliers shall place the necessary recycling information in the user manual or similar literature for plastic parts greater than 50g in weight
     8. Suppliers should be mindful of Persistent Organic Pollutants (POPs) within the products they provide and should refer to the relevant [guidance](https://www.gov.uk/guidance/identify-and-classify-waste-containing-persistent-organic-pollutants-pops) where required
     9. Suppliers will ensure that where an item would be classed as POPs waste, that this is clearly labelled in line with 5.27 (Item Marking)
     10. The Supplier shall make available details of desk tops: This should be in the form of computer-aided design (“CAD”) diagrams that show the location of screw holes, and desk top sizes to facilitate the refurbishment of the desktop
     11. The Supplier shall ensure that all test certification details provided with their tender submission are current and kept up to date during the Framework Contract Period as stated in 3.7.4 of Framework Schedule 4 (Framework Management)
     12. The Buyer will decline all Goods and Services that cannot be supported with required test certification
  10. **Account Management**
      1. In addition to Framework Schedule 4 (Framework Management)
         1. The Supplier shall provide presales and after sales support, providing a positive customer experience to all Buyers
         2. The Supplier shall maintain regular communications with the Buyer and other delivery partners, working with them to ensure that all parties are kept up to date with developments, from initial contact through to Delivery and installation of Goods and Services
         3. The Supplier shall ensure the seamless coordination of processes for query resolution, ordering, product supply, logistics, installation, returns, issue and complaints resolution, product support and re-installation as required
         4. The Supplier shall establish and maintain a clearly documented and defined process for managing complaints, including an escalation process, and the recording, managing, and resolving of complaints raised by the Buyer
         5. The Supplier may be required to provide Management Information to the Buyer as documented in the Call Off Contract. The Supplier shall provide the Buyer(s) with relevant, and timely information upon request
         6. The Supplier shall provide the Buyer with product instructions and assist when necessary
         7. The Supplier shall work with the Buyer and, if requested, arrange free of charge face to face training on all products as identified by the Buyer(s). This may include (but not be limited to) DSE assessors, staff 1-2-1’s or group sessions. The Supplier should provide operation and maintenance (O&M) manuals and guidance on how to use furniture in electronic form and hard copy (upon request)
  11. **Supply Chain Management**
      1. The Supplier is required to actively manage all aspects of Key Subcontractor involvement in the Call-Off Contract to ensure that all Goods and Services delivered are in line with the Buyer’s requirements
      2. The Supplier is responsible for ensuring
         1. All appointed Subcontractors are eligible to work in the UK and possess the appropriate accreditations, qualifications, and skills
         2. all appointed Subcontractors comply with all contractual requirements on quality, health and safety, environmental and legislative requirements
         3. all appointed Subcontractors possess the appropriate level of security clearances for entry to the Buyer’s Premises as detailed by Buyer at Call-Off
         4. all Subcontractor performance is effectively managed via use of the KPIs, customer satisfaction and complaints management processes including addressing any poor performance
      3. The Supplier is responsible for identifying and managing risks and resolving disputes related to Service delivery with their Subcontractors
      4. The Supplier shall take all reasonable steps to engage with small and medium-sized enterprises (SMEs) and local supply chain partners as Subcontractors to strengthen regional supply chain resilience and reduce the impact of the Goods and Services on the environment
      5. Actions required to enter into a new Key Sub-contract relationship or to replace a Key Subcontractor are outlined in Joint Schedule 6 (Key Subcontractors)
  12. **Timber Requirements** 
      1. The Supplier shall procure and ensure that all timber and wood derived products originate from an independently verifiable legal and sustainable source in line with the [Governments Timber Regulations](https://www.gov.uk/guidance/regulations-timber-and-flegt-licences)
      2. The Supplier may be required to provide evidence that timber products meet the requirements of paragraph 5.12.1 at any time. The Supplier shall retain appropriate documentation to provide as evidence when requested
      3. Equivalent evidence from countries which demonstrates compliance with the Definition of Legal and Sustainable (where equivalent to FLEGT-licensed can be evidence of meeting the definition of ‘sustainable’) will be acceptable
  13. **Hazardous Materials**
      1. The Supplier shall avoid the use of hazardous substances including, but not limited to, substances which are radioactive, flammable, explosive, toxic, corrosive, bio hazardous, oxidisers, asphyxiates, pathogens or allergens
      2. On the occasions where there are no alternatives, hazardous materials must be stored, used and disposed of in accordance with the instructions of the product Control of Substances Hazardous to Health (CoSHH) Regulations and all relevant legislation and Law
      3. The Supplier shall ensure that all internal finishes, including solvents and paints are inert and meet best practice Standards for using low levels of Volatile Organic Compounds (“VOC”) during their manufacture
      4. The Supplier shall use products that contain low levels of solvents or are solvent-free, such as water-based paints, varnishes and/or glues
      5. The Supplier shall prohibit the use of lead-based paints and primers
      6. The Supplier shall meet Government guidance on [hazardous waste](https://www.gov.uk/dispose-hazardous-waste)
  14. **End of Life Disposal and Waste Management**
      1. The Supplier shall guarantee to take-back all furniture provided, and offer a waste management service to uplift furniture at little or no cost to the Buyer, and work with them to ensure they meet external and internal targets for the reduction of waste
      2. Where the Supplier stipulates a cost for the waste management service, the Buyer shall be provided with a breakdown of all Supplier costs. The Supplier shall detail mitigating action taken to reduce costs for the Buyer
      3. To reduce waste to landfill, suppliers must consider all options before disposing of collected Goods. Wherever possible:
         1. Consider options for re-use
         2. Repair and refurbish the product for re-use
         3. Consider remanufacturing opportunities for the item for further lives
      4. Where a Good is unsuitable for repair or remanufacture, the Supplier shall dissemble the item where possible to use for spare parts
      5. Where Goods or spare parts are unsuitable for use, the Supplier shall wherever possible, recycle or use for energy recovery to avoid waste being sent to landfill, and assure that as much of the waste as possible will be recycled
      6. Any waste to landfill must be done in an environmentally friendly manner
      7. These Services can be delivered independently or via a Third Party
      8. The Supplier shall provide the Buyer with appropriate evidence that the Goods has been disposed of in accordance with the requirements of the duty of care for waste as set out in the [Waste Duty of Care Code of Practice 2018,](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/506917/waste-duty-care-code-practice-2016.pdf) or its successor.
      9. If items have been re-used this shall include certification of the end result and ultimate end use of items, including sustainability data reporting back to Buyers that will contribute to their carbon net zero objectives
      10. The Supplier shall take responsibility for management of their production waste. The Supplier shall develop sustainable ways of achieving zero waste to landfill and continuous improvements as advances in technology arise
      11. Waste materials deposited into landfill sites shall be in accordance with the Government's guidance on the [classification of different types of waste](https://www.gov.uk/how-to-classify-different-types-of-waste)
  15. **Government Catalogue** - **General catalogue requirements**
      1. The government catalogue provides a list of Goods which will be required by Authorities during the Framework Contract Period. The catalogue will include all of the individual products listed in the Core List detailed in Framework Schedule 3 (Framework Prices)
      2. The Supplier shall produce a catalogue for Lots 1, 2 and 3 only
      3. The Supplier shall ensure that a priced and unpriced version of the catalogue is held in a secure online portal for Buyers to access via the supplier’s website. The Supplier website shall clearly signpost Buyer(s) to the goods and services available via the CCS Framework using appropriate CCS branded signage
      4. The following information, as a minimum, shall be included in the catalogue
         1. A generic index covering all Goods
         2. Suppliers telephone and email address
      5. In respect of the individual product items:
         1. A photographic image or other appropriate representation of the item
         2. A product description (including specification, dimensions, materials and colour / finish options)
         3. The name of the manufacturer (where appropriate)
         4. Framework reference (RM6308)
         5. Key words
         6. Name of the product
         7. The price of the product excluding VAT
         8. CCS item code
         9. NATO Stock Code (Lot 2 and 3 only)
         10. Warranty
         11. Recycled material content and
         12. Recyclability of product %
      6. Suppliers may be required to provide a catalogue specific to a Buyer which will be detailed in the Buyer’s Call Off Contract
  16. **Government Catalogue** - **Lot 2 and 3 catalogue requirements for MOD**
      1. The Supplier shall provide the catalogue in an electronic on-line format (P2P or equivalent, Buyers’ Intranet website and the Buyer’s website via the Internet). There may be a requirement from some Buyers’ to receive the catalogue in hard copy in conjunction with the electronic on-line format(s). Buyers' specific requirements will be detailed in their individual Call Off Contract
      2. The catalogue structure for the Government eMarketplace shall require the completion of a catalogue builder file by the Supplier and in the required format. This is required for Lot 2 and 3 for MOD.
      3. Other Buyers may also have electronic or hard copy catalogue requirements that will be detailed at Call Off
      4. This will be the master copy file which will include all products and prices etc. Access to this can be found [here](https://www.basware.com/en-us/utility/for-suppliers/)
      5. The validation parameters for the catalogue builder are as follows:
         1. All mandatory fields are populated
         2. The price expiry date is after the price effective
         3. The transaction type for any changes to catalogue content is correct (e.g. NEW = ADD, etc.)
         4. There are no duplicate lines
         5. The UNSPSC codes are valid; a UNSPSC code will need to be provided for each product within the catalogue
         6. The aspect fields are correct i.e. if value is populated, that name is populated (e.g. aspect name is ‘colour’, aspect value is ‘red’ etc.)
      6. The Supplier shall be responsible for the provision and support of the necessary infrastructure required to implement the on-line solution for the CCS and the Buyer and for any [associated running costs](https://www.myexostar.com/?ht_kb=supply-chain-platform-scp-supplier-membership#current-pricing) throughout the Framework Period
  17. **E-Commerce** 
      1. During the lifetime of this agreement CCS and / or Buyer(s) may migrate purchasing to an e-commerce environment. Engagement and orders must be accepted in accordance with the wider terms of the agreement within any online journey.
      2. The Supplier shall agree to the Government wide [digital strategy](https://www.gov.uk/government/publications/uks-digital-strategy)
      3. The Supplier may be required to register with shared, or Buyer specific, procurement platforms during the lifetime of the agreement, such as:
         1. Registration on CCS' [Public Procurement Gateway](http://identify.crowncommercial.gov.uk/) (PPG)
         2. Registration on a Buyer's Purchase to Pay (P2P) system
      4. The Supplier may be required to pay membership fees associated with e-commerce purchasing platforms.
  18. **Design and Space Planning**
      1. The Supplier may be required to provide space planning and/or design services as part of an order placed under this agreement. Where this is the case, this service shall be provided free of charge and framework pricing should be reflective of this potential requirement.
      2. The Supplier may be required to provide space planning and / or design services to the Buyer in advance of furniture orders being placed. If this is required, the Supplier shall:
         1. View the Buyer’s premises and provide advice on suitable furniture specifications to align to the required Buyer needs and outcomes sought, including hybrid working, inclusive design, and sustainability (including materials and processes with a low carbon footprint, VOC content for example)
         2. Provide advice and guidance on current furniture assets, and the potential for reuse, recycle, remanufacture and other sustainable solutions
         3. Offer plans and visuals using the latest technology including 3D plans and animated virtual walkthroughs
         4. Lead or support any Buyer or community user engagement to ensure end user needs are considered and met
         5. Any other service required to support the Buyer in determining their needs
      3. CCS are keen to ensure that Buyers have the opportunity to compliantly engage experts for design services, advice and guidance in line with the above, when determining their requirements. Suppliers shall provide day rates for a range of services at framework tender, which will be used by Buyers to place a Direct Award. Buyers will also be able to factor in the other Direct Award criteria if required.
      4. Should the designs and plans be taken forward to inform a further competition and the Supplier that initially provided these services is successful, charges for these services shall be free of charge. If ultimately the Supplier that provided these services is unsuccessful, they shall be entitled to charge the buyer in line with the day rate within the framework schedule of rates
  19. **Site Survey** 
      1. If required, the Supplier will provide a free of charge site survey service to view Buyer premises to establish the extent of work required, address site accessibility and provide advice to the Buyer
      2. The site survey shall include a filing survey, ergonomic assessment and environmental impact assessment (when required by the Buyer).
      3. The Supplier shall undertake a site survey for their own needs to ascertain access, parking, lift availability
  20. **Ergonomic Workplace Assessment** 
      1. Suppliers shall provide pre-sales support in terms of ergonomic needs assessment and show understanding and competence of relevant Health and Safety Regulations, European Standards and other guidance
      2. Suppliers shall provide post-sales support in terms of the delivery and set up of furniture with adjustments, and on-going support and maintenance where required
      3. Suppliers will not be mandated to undertake individual ergonomic assessment under this Framework Agreement as a Core Service, however Suppliers can provide this as a Non-Core service if they are able to deliver this themselves or through a subcontractor
      4. This shall ensure Buyers can consider this as an option to buy as a complete package with a wider furniture solution, for staff with specialist needs. This shall include but not be limited to:
         1. Conducting an assessment at the required location
         2. Report completion, identifying the most suitable practical solutions and interventions that help to reduce the impact on the Buyer’s staff condition. Wherever possible, product recommendations shall not include branded products
      5. Reviewing an assessment that has been completed by a 3rd party to recommend supportive products and practical solutions and interventions that help to reduce the impact on the Buyer’s staff condition
  21. **Packaging** 
      1. CCS requires all packaging used in performing the Contract to conform to the Packaging Directive 94/62/EC and the [Department for Business, Innovation and Skills Packaging (Essential Requirements) Regulations 2015](https://www.gov.uk/government/publications/packaging-essential-requirements-regulations-guidance-notes) or the current packaging legislation throughout the life of the Framework
      2. Packaging must be sufficiently robust to ensure the Goods are securely contained and protected and must consist of readily recyclable material, and/or materials taken from renewable resources, or be a multi-use system, i.e. reusable and/or recyclable
      3. All packaging materials shall be easily separable by hand into recyclable parts consisting of one material (e.g. cardboard, paper, plastic, textile)
      4. Upholstery shall be covered in polythene wrap or similar packaging to provide protection from water and dirt. Additional packaging shall be used to protect vulnerable product parts e.g. timber legs
      5. Packaging shall be of sufficient strength to allow the Buyer to place the Goods in storage and under reasonable conditions maintain adequate protection over the storage period
      6. All packaging shall be labelled in accordance with para 5.30 Product Labels. Items supplied in cartons shall be marked with statutory hazard marking and handling markings
  22. **Delivery**
      1. The Supplier shall provide a UK national delivery service, including Northern Ireland and offshore Islands, and be able to facilitate overseas requirements if required
      2. The Supplier shall deliver products in accordance with the Buyer’s implementation plan
      3. The Supplier shall provide the Buyer(s) with a method statement for delivery and ensure that products are delivered as per the agreed implementation plan. It is the Suppliers responsibility to obtain the correct delivery details, including address, delivery location (including floor) and access details. Suppliers shall ensure they have the necessary delivery equipment
      4. Part delivery will not be acceptable, unless prior agreements have been made with the Buyer
      5. Framework Prices are inclusive of all Costs and expenses relating to the delivery of the Goods and Services, and the Suppliers performance of its obligations under each Call Off Contract, including all Costs relating to travel, subsistence and lodging of Supplier Personnel
      6. The Supplier may only apply additional transportation costs for those items shipped outside the UK mainland. However, the Buyer must be made aware of any supplementary shipping or transportation Costs at the time the Order is placed
      7. The Supplier shall follow the Leidos Supplier Manual (link here [Leidos Supplier Manual](https://www.leidos-supply.uk/supplier-manual)) for MOD overseas deliveries
      8. For MOD deliveries, the Supplier shall provide 48 hours notice (2 working days) to the MOD Buyer
      9. MOD deliveries to Army Distribution Outlets or Accommodation Stores Units (ASUs) shall be made between the hours of 08:00 – 15:00 Monday to Thursday and 08:00 – 12:00 on Fridays. Deliveries to Northern Ireland will be as above with the exception of Friday when deliveries should be made between 08:00 – 10:00
      10. MOD deliveries to HM Naval Bases shall be made between the hours of 08:00 – 15:00 Monday to Thursday and 08:00 – 10:00 on Fridays
      11. MOD deliveries to RAF Stations shall be made between the hours of 08:30 – 16:30 Monday to Thursday and 08:30 – 16:00 on Fridays
      12. Suppliers will be required to carry photo identification for all MOD site access
  23. **Installation**
      1. The Supplier shall install products in accordance with the Buyer specified requirements
      2. The Supplier shall provide and agree with the Buyer a programme and method statement for the installation and ensure Goods and Services are delivered as per the agreed implementation plan
      3. The Supplier is responsible for off-loading and porterage of products to the Buyers point of use. All packages must be securely marked to allow for easy identification
      4. The Supplier shall be responsible for the conduct of its staff attending the site. Staff attending the Buyer premises must comply with any reasonable request made by the Buyer or CCS. Failure to comply with these requirements may result in the exclusion of staff from the site
      5. The Supplier shall fully assemble all Goods as part of the installation
      6. The Supplier is responsible for the security of its tools and equipment used to complete the installation
      7. The Supplier shall remove all packaging materials, and any associated waste in accordance with 5.14, from the site and ensure the site is left in a clean and tidy condition upon completion
      8. The Supplier shall take adequate measures to protect the building and its contents and will be responsible for any damage caused by the negligence of the Supplier Personnel
      9. The Supplier may apply additional installation costs for items installed outside of standard working hours of 08:00-18:00 or at weekends and bank holidays, however, the Supplier must ensure that the Buyer is provided full transparency of any supplementary installation costs which are agreed at the time of ordering
  24. **Performance** 
      1. Product testing shall be undertaken by a UKAS accredited test house or equivalent, accredited test house and/or in-house test house to prove conformity
      2. The Supplier shall be permitted to provide in-house testing from laboratories holding independent accreditation in accordance with ISO/IEC 17025:2017; general requirements for the competence of testing and calibration laboratories. The Suppliers unique reference number must be included in the certification document
      3. If requested the Supplier shall provide copies of conformity certificates and test reports indicated within the Suppliers Tender submission to undertake compliance checks
      4. All copies of certificates and test reports supplied to CCS must indicate the standard to which the product has been tested
      5. All copies of certificates and test reports supplied to CCS must be written or translated into English as appropriate
  25. **Move Management and Re-Configuration** 
      1. The Supplier shall offer a move management service to uplift the Buyers existing furniture and store and/or transfer to a new location as required in accordance with the agreed delivery plan
      2. The Supplier shall offer guidance on re-use, repair and remanufacturing opportunities in line with 5.18 Design and Space Planning
      3. The Supplier shall provide and agree with the Buyer a programme and method statement for the move management and re-configuration and ensure items are installed as per the agreed programme
      4. Prices shall be provided on application, and must cover the uplift, storage, cleaning and reinstallation of existing furniture if required
      5. The Supplier shall be responsible for the security of all Suppliers tools and equipment used to complete the reinstallation in a workmanlike manner
      6. The Supplier shall take adequate measures to protect the building and its contents and will be responsible for any damage caused by the negligence of staff
      7. The Supplier shall offer a furniture reconfiguration service for Framework products, including reconfiguration of mobile and static storage installations and desk conversion services at a cost agreed by both parties
  26. **Guarantee**
      1. To protect Buyers from item defects, the Supplier shall provide the following minimum Guarantee Period for all products, based on normal usage, as listed in the Table below

|  | **Lot 1**  (Gov Office) | **Lot 2**  (MOD Office) | **Lot 3**  (Residential) | **Lot 4**  (High Density Steel Storage) | **Lot 5** (Sustainability) |
| --- | --- | --- | --- | --- | --- |
| General | 8 Years | 7 Years | 5 Years | 7 Years | 2 years |
| Structural | 8 Years | 7 Years |  |  |  |
| Fabric | 6 Years | 5 Years |  |  | 5 years (reupholstered products only) |
| Mechanical Moving Parts | 5 Years | 5 Years |  |  |  |
| Electrical Components | 2 Years | 2 Years |  |  |  |

* + 1. The Supplier shall ensure accessibility to service and spares for a minimum period of 10 years at an agreed cost to the Supplier and Buyer
  1. **Item Marking**
     1. Items shall be marked to comply with the Product Liability legislation and include the following:
        1. Manufacturer/Supplier Name
        2. Date of Manufacture and Supply
        3. Guarantee Period
        4. Order Number
        5. Batch Number
        6. Chain of Custody details (where appropriate)
        7. Nato Stock Number (The requirement to identify the Nato Stock Code within the item label is only applicable to Ministry of Defence Orders);
        8. Asset barcode (Lot 1 requirement only)
        9. Product Serial Number/Product Code (Lot 1 requirement only)
        10. Contract Number (Lots 1, 2 and 5 requirement only)
        11. Persistent Organic Pollutants (POP) waste (Yes or No) (broken down into the item’s component parts if needed)
  2. For high risk installations specific testing and appropriate labelling shall be required relative to the foam and fabric specifications
  3. Additional Marking for Contract Seating
     1. Seating shall be marked in accordance with clause 6 of BS 7176:2007+A1:2011: “Complies with BS 7176: 2007 +A1:2011 direct test medium hazard areas (not recommended for use in higher hazard areas)”. The Supplier shall amend the label appropriately should there be a requirement for a higher or lower hazard area
  4. **Product Labels** 
     1. Each pack shall be labelled with the following:
        1. Item Description
        2. Product Code
        3. Package Quantity
        4. Weight of Package (kg)
        5. Manufacturer/Suppliers Name
        6. Contract Number
        7. Order Number
        8. Contracting Authority Reference
        9. Date of Manufacture and Supply
        10. Chain of Custody Number (if applicable)
        11. NATO Stock Number (The requirement to identify the Nato Stock Code within the item label is only applicable to Ministry of Defence Orders)
        12. Asset Bar Code (Lot 1 requirement only) and
        13. Item Number (Lot 1 requirement only)
     2. The Supplier shall attach dispatch notes to the carton where applicable
  5. **Order Cancellation Policy** 
     1. The Supplier is to provide a free of charge cancellation policy for all trade pattern items cancelled by the Buyer within an agreed date included in the Call Off Contract on orders which have not been dispatched.
     2. The Suppliers standard cancellation policy terms and conditions will apply if Goods have already been dispatched to the Buyer within the period agreed within the programme plan
  6. **Lead Times** 
     1. The Supplier shall supply Goods and Services within a maximum lead time of 6 weeks (for Lots 1, 2 and 3) and 8 weeks (for Lots 4 and 5) from Order receipt to delivery or in accordance with specific Buyer requirements
  7. **Substrates** 
     1. All wood particle board used in the construction of the items shall comply with the requirements specified in BS EN 312:2010 Particleboards Specifications Type P2 Requirements for boards for interior fitments (including furniture) for use in dry conditions. Additionally, particleboard shall meet requirements for Class E1 formaldehyde release as specified in this standard
     2. Any MDF used in the construction of the Goods shall comply with the Type MDF LA requirements specified in BS EN 622-5:2009 Fibreboards Specifications Part 5 Requirements for dry process boards (MDF)
     3. Particleboard and MDF shall meet requirements for Class E1 formaldehyde release as specified in BS EN 622-1:2003 Fibreboards Specifications Part 1 General Requirements
  8. **Timber Finish** 
     1. The Supplier shall ensure that solid timber is of prime quality and conditioned to a moisture content of 10% +/- 2%
     2. Solid timber finish shall have straight grain and, where appropriate, match veneer selected for mild figure, straight grain and uniformity of colour
  9. **Finish** 
     1. The Supplier shall ensure that all finishing material is suitable for the base materials used and where appropriate, have good anticorrosive protection
     2. Finish shall be smooth, free from runs, orange peel, extraneous matter or any other imperfections
     3. All fixtures and fittings shall have an anti-corrosive finish
     4. The above applies to all timber products across all Lots
  10. **Buyer specific requirements**
      1. Buyers may have their own specific requirements based on the sector or department they are in. These may include but are not limited to:
         1. **NHS - Flammability**
            1. Upholstered furniture (furniture that has a fabric covering and/ or a filling (foam or similar) material must be fire retardant in accordance with the following
            2. The health technical memorandum – HTM 05-03 part c: textiles and furnishings; 2007 provides details of all the fire standards that must be used when supplying products to NHS Trusts and healthcare premises
            3. BS 7176:2007 Specifications for resistance to ignition of upholstered furniture for non-domestic seating by testing composites. Office environments within healthcare environments must be considered as medium hazard
            4. Fabrics must be tested to Cigarette (EN 1021-1) and Match ignition (EN 1021-2) with the addition of Crib 5 (BS5852 : 2006) source
            5. Colour fastness to rubbing to conform to BS EN ISO 105: X12: 2002 and be a minimum of Dry > 4 Wet > 4
            6. All foam must be combustion modified as defined in Schedule 1 to statutory instrument: 1998 no. 1324, consumer protection, the Furniture and Furnishing (Fire) (Safety) Regulations 1988 (as amended in 1989 and 1993 and 2010) and
            7. Foam used in upholstery must conform to the relevant rating V (very server) as defined in BS 3379:2005 +a1:2011 – combustion modified flexible polyurethane cellular materials for load bearing applications – specification
         2. **NHS - Infection Control**
            1. Consultation between NHS Supply Chain and infection prevention and control (IPaC) practitioners has demonstrated a requirement for successful Suppliers to meet an appropriate level of sensitivity to infection control issues in patient/ clinical environments by meeting the following requirements:

Tables, cabinets and similar products must have smooth surfaces and sealed joints to allow cleaning to be undertaken and prevent internal contamination

Frames wherever possible must be solid. If hollow frames are used the ends must be securely sealed to prevent access for contamination

All solid surfaces including wood and laminate must be treated and sealed and must be able to withstand cleaning and disinfection processes

All fabrics and surfaces must be able to withstand the following cleaning and disinfection processes

Cleaning normally involves the use of detergent and water

Disinfection normally involves cleaning and drying as above then the application of hypochlorite 1000-10,000 parts per million, 70% alcohol solution of other antimicrobial agents/ steam/ disinfectants used within the cleaning guidelines of a Trust

Cleaning processes involving sodium hypochlorite at 0.5% (equivalent 5000ppm) for disinfection of frequently touched surfaces

* + - 1. **Furniture for use in specialist environments**
         1. Buyers will have the opportunity to use the framework agreement to buy furniture items for use in specialist environments and will potentially require additional features and standards than those that are covered within the framework specification. These will be determined and specified at the Call Off stage

# **Framework Standards**

* 1. This section details the Framework standards the Supplier must comply with under the Framework and under the terms of any Call Off Contracts. Suppliers shall ensure that where standards are updated or revised during the term of the framework agreement that the latest standards are complied with
  2. Suppliers should note, the relevant accreditation shall be in place before undertaking any Call Off activity under this Agreement.
  3. The standards include (but are not limited to) the following:
  4. **Service Management Standards**
     1. BS EN ISO 9001:2015 “Quality Management System” standard or be actively seeking such accreditation; or
     2. a Quality Management System that is as a minimum based on the principles of ISO 9001; or
     3. PAS91 Module O3: Quality Management Policy and Capability accreditation; or
     4. Construction Line (Gold) accreditation
     5. ISO 10007:2017 “Quality management systems – Guidelines for Configuration Management and
     6. The Suppliers shall ensure their Quality Control System is externally reviewed and certified by a certification body in accordance with ISO/IEC 17021:2015 Conformity assessment - requirements for bodies providing audit and certification of management systems
  5. **Environmental Standards**
     1. BS EN ISO 14001:2015 Environmental Management System standard or be actively seeking such accreditation; or
     2. an Environmental Management System that is as a minimum based on the principles of ISO 14001; or
     3. Eco-Management and Audit Scheme (EMAS) certification; or
     4. PAS91 Module 2: Environmental Management Policy and Capability accreditation; or
     5. Construction Line (Gold) accreditation
     6. Directive 2012/19/EU on Waste Electrical and Electronic Equipment (or equivalent) and Directive 2011/65/EU on the Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment (or equivalent) and
     7. The Supplier to ensure that the product meets mandatory technical specifications and criteria referenced within the Government Buying Standards for Furniture
  6. **Information Security Management Standards**
     1. Cyber Essentials Scheme
  7. **Security Policy Framework**
     1. Security Policy Framework
  8. **Occupational Health and Safety Management**
     1. ISO 45001:2018 Occupational Health and Safety Management or be actively seeking such accreditation; or
     2. an Occupational Health and Safety Management System that is as a minimum based on the principles of ISO 145001; or
     3. PAS91 Module C4: Health and Safety Policy and Capability accreditation; or
     4. Contractor’s Health and Safety Scheme (CHAS); or
     5. Safety Schemes in Procurement (SSIP) certification; or
     6. Construction Line (Gold) accreditation
  9. **Structural Performance**
     1. BS 5459–2:2000+A2:2008 - Specification for performance requirements and tests for office furniture
     2. BS EN 12521:2015 - Strength and stability of furniture
     3. BS EN 16139:2013 - Non-domestic furniture. Seating. Determination of stability
     4. BS EN 12529 - Castors for furniture. Castors for swivel chairs
     5. BS EN 12528 - Castors for furniture
     6. BS EN 1023-2:2000 - Office Furniture. Screens
     7. BS EN 16121-1:2013+A1:2017. Non-domestic storage furniture. Requirements for safety, strength, durability and stability
     8. BS 4680:1996 - Specification for clothes lockers. Standard duty
     9. BS EN 14073-2:2004. Office furniture. Storage furniture. Safety requirements
     10. BS EN 14073-3:2004 - Office furniture. Storage furniture. Test methods for the determination ‘of stability and strength of the structure’
     11. BS EN 527-1:2016 +A1:2019 Office furniture. Work tables. Safety, strength and durability requirements
     12. BS EN 16139:2013 - Furniture. Strength, durability and safety. Requirements for non-domestic seating
     13. BS EN 1335-2:2018 - Office Furniture. Office work chair. Safety requirements
     14. BS EN 1729-1:2012+A1:2015 - ‘Furniture. Chairs and tables for educational institutions. Functional dimensions
     15. BS EN 1729-2:2012+A1:2015 - ‘Furniture. Chairs and tables for educational institutions. Safety requirements and test methods’
  10. **Flammability and Fire Tests**
      1. BS 476 - Fire tests on building material and structures
      2. BS 5852:2006 - Methods of test for assessment of the ignitability of upholstered seating by smouldering and flaming ignition sources
      3. BS EN 1021-1:2014 - Furniture. Assessment of the ignitability of upholstered furniture. Ignition source smouldering cigarette
      4. BS EN 1021-2:2014 - Furniture. Assessment of the ignitability of upholstered furniture. Ignition source match flame equivalent the Furniture and Furnishings (Fire) (Safety) Regulations 1988 (Domestic Cigarette and Match)
      5. Items in use in NHS facilities:
         1. BS 7176:2007 (Medium / High Hazard)
         2. BS7177:2008 (Medium / High Hazard)
      6. Office furniture items in use in domestic environments:
         1. BS EN 597-1:2015 Smouldering cigarette test
         2. BS EN 597-2:2015 Match Test
         3. BS7177:2008 Specification for the resistance to ignition of upholstered furniture
  11. **Dimensions and Ergonomics:** 
      1. BS EN ISO 9241-5:1999 - Ergonomic requirements for office work with visual display terminals
      2. BS EN 527-1:2011 – Office Furniture. Worktables and Desks; Dimensions
      3. BS EN 1335-1:2020 – Office furniture. Office work chair. Dimensions. Determination of dimensions
      4. BS EN ISO 9241 – Ergonomics of human-system interaction. Usability: Definitions and concepts
  12. **Electrical Systems / Lighting:** 
      1. BS 6396:2008+A1:2015 - Electrical systems in office furniture and educational furniture. Specification
      2. BS 6261:1982 – Method of evaluation for the application of and interaction between components in upholstered furniture
      3. BS 4533 – Luminaires
      4. BS EN 60598 – Luminaires
  13. **Finishes and Substructures:**
      1. BS 6261:1982 – Method of evaluation the application of and interaction between components in upholstered furniture
      2. BS EN 438-3:2016 - ‘High-pressure decorative laminates (HPL). Sheets based on thermosetting resins (usually called laminates). Classification and specifications for laminates less than 2 mm thick intended for bonding to supporting substrates’
      3. BS EN 438-4:2016 - ‘High-pressure decorative laminates (HPL). Sheets based on thermosetting resins (usually called laminates). Classification and specifications for compact laminates of thickness 2 mm and greater’
      4. BS EN 438-9:2017 - ‘High pressure decorative laminates (HPL). Sheets based on thermosetting resins (usually called laminates). Classification and specifications for alternative core laminates’

# **Specific Mandatory Requirements Lot 1**

* 1. This Lot is intended for the provision of Office Furniture (Standard and Corporate).
  2. This section provides detail of specific mandatory requirements in conjunction with the general mandatory requirements in Section 5 that Suppliers shall fulfil in their entirety under Lot 1 in order to meet the requirements of this Framework Contract
  3. Specific goods and services not included in the prices in Framework Schedule 3 – Framework Prices may be agreed between the Supplier and the Buyer(s) and added to the Call Off Schedule 5 – Pricing Details. These Non-Core products will be offered to Buyer(s) at a discounted rate as per paragraph 5.8.2.1
  4. In addition to the provision of Core and Non-Core products via this Lot, Buyer(s) may request remanufactured, refurbished and recycled office furniture products from Suppliers under this Agreement
  5. **Introduction**
     1. This Lot is intended for use by any Buyer requiring Office Furniture.
     2. This section will detail specific requirements for the Government Hubs Programme although any Buyer may access the products available under Lot 1 of the RM6308 agreement.
     3. Government Property Agency (GPA) in consultation with HMRC are leading on the Government Hub Programmes, which have been initiated to respond to the changing requirements of Government Departments and to create a more efficient property portfolio across the UK
     4. New hubs will and have been created to be based in strategic locations with great public transport connectivity, local amenities and a modern working environment, including technology that supports smart working. They will be shared spaces where departments can collaborate effectively together
     5. The government’s estate vision is to create an efficient, fit-for purpose and sustainable estate. As part of that vision, the supply, delivery, and installation of furniture will be one part of a wider programme of the hub fit-out
     6. The Mission Statement for the GPA describes aspirations for the organisation and provides a clear target to achieve:

“to create great places to work for civil servants, enabling them to deliver excellent public services, and to feel valued for the brilliant work they do on behalf of the public”

* + 1. The GPA Vision Statement helps define what it is aiming to achieve over the coming years. By 2030:
       1. The GPA is delivering best in class workplace solutions across government
       2. The Central Government non-specialist estate is amongst the most efficient, effective and flexible in the world
       3. Civil servants are working in fit for purpose accommodation that supports smarter working and promotes productivity
       4. The GPA is championing transformation, providing departments with innovative solutions and expertise that delivers wider business change
       5. GPA solutions are commercially best in class, maximising the value from assets, and transferring risk away from departments so they can focus on their core business
       6. the GPA is the place to be for UK’s leading professionals in estates, commercial, project management and beyond
  1. **Scope**
     1. The Goods and Services requirements for Lot 1 – Office Furniture (Standard and Corporate) can be found in the following attachments and should be read in conjunction with Annexes B to E detailed below:
        1. Annex B - Government Workplace Design Guide
        2. Annex C - HMRC FFE Finishes Specification
        3. Annex D - HMRC Inclusive Design Guide
        4. Annex E - HMRC Employer’s Information Requirements (EIR) for Building Information Modelling (BIM)
  2. Suppliers should note, space planning may be required for the Government Hubs. Product pricing shall be inclusive of these requirements as per 5.18.1 of this Specification. The Buyer shall provide further detail of the Space Planning requirement at call off.
  3. **Critical Success Factors**
     1. The Supplier will be required to provide Services in relation to the supply of the Goods and Services to the Buyer
     2. Suppliers are to deliver against critical success factors that will address the Buyer’s requirements. These include but are not limited to:
        1. Working with the Buyer to deliver the vision of the Hub Programme as referenced in the requirements within Annex B
        2. Ensuring the right furniture is delivered to the right location at the right time
        3. Quality is met by compliance to the requirements detailed at 5.9 of this Framework Schedule 1 General Specification
        4. Agreed timescales are met as detailed in the Call Off Contract
        5. Value for money is achieved from aggregating demand and the application of value engineering and
        6. Suppliers adopt collaborative behaviours when working with the Buyer(s) and their other delivery partners throughout the delivery of the Call Off Contract, to achieve smooth, efficient and effective delivery and installation
  4. **Agile Working**
     1. Throughout the delivery of the Hub Programme, the Buyer(s) will be managing the works of other delivery partners who will provide complimenting services to the overall delivery of the hub fit-out
     2. The Supplier will be required to adopt agile and flexible ways of working to ensure they can meet changes in requirements and shifts in demand throughout the programme, Call Off Contract and the overall hub fit-out. This includes but is not limited to the:
        1. Ability to be agile and work with the Buyer(s) during times when there are short notice programme changes
        2. Ability to delivery and install during and outside of standard working hours
        3. Ability to provide storage facilities if required, as driven by the programme
  5. **Collaboration and Innovation**
     1. The Supplier shall work closely with the Buyer(s), and develop collaborative relationships to ensure successful delivery of the programme and Call Off Contract
     2. The Supplier shall adopt collaborative behaviours when working with the Buyer(s) and other delivery partners
     3. Suppliers shall share lessons learnt with the Buyer(s) and their delivery partners to encourage performance improvements as referenced in Call Off Schedule 3: Continuous Improvement
     4. The Supplier shall maintain active communications with the Buyer(s and other delivery partners working with the Buyer(s) to ensure all parties are kept up to date with developments
     5. The Supplier shall provide innovative and/or new product solutions to design challenges where required by the Buyer(s)
     6. The Supplier shall seek to continuously improve and/or innovate in how they manufacture or how their subcontractors or supply chain partners manufacture products; and how they deliver the project to the Buyer(s) that comply with the requirements of the Framework
     7. The Supplier will take part in cross-industry initiatives that support the Government Hubs Programme as requested
  6. **Acoustic Standards** 
     1. Acoustic Standards requirements
     2. **Grade A**
        1. Speech Audibility: Normal conversation is generally unintelligible;
        2. Typical room construction method: Solid flank walls raised floor to underside of ceiling, above ceiling barrier, front has acoustic barrier either across full width of front with small opening for return air (preferred) or extends out beyond front wall to prevent flanking noise transmission
        3. Typical Application: Generally for work office in office locations on the perimeter of internally
     3. **Grade B**
        1. Speech audibility: raised conversation is generally unintelligible, normal conversation largely inaudible
        2. Typical room construction method: As per Type A but higher performance wall and void barrier, front has acoustic barrier across full width with crosstalk attenuator for return air
        3. Typical application: higher performance cellular offices (people with louder voices or speakerphones), internal meeting rooms
     4. **Grade C**
        1. Speech audibility: loud conversation (amplified sound) is generally unintelligible, raised conversation largely inaudible, normal conversation inaudible
        2. Typical room construction method: Full height (slab to slab walls) to flank and front with crosstalk attenuators
        3. Typical application. Client facing meeting/conference rooms
  7. **Description of Work**
     1. The scope covered within the Annex B - Government Workplace Design Guide and Annex C - HMRC FFE Finishes Specification outlines the requirements for the baseline of Finishes, Systems and Loose Furniture for the Government Hubs Programme as indicated on the project specific furniture plans, and described in the specification. All furniture images depicted are manufacture non-specific, any resemblance to other products is coincidental only
  8. **Design/Performance Requirements**
     1. **General Requirements for Systems Furniture**
        1. Furniture provided by the Supplier shall conform in all respects to the descriptions as provided in Annex B - Government Workplace Design Guide and Annex C - HMRC FFE Finishes Specification
        2. The Supplier shall specify and supply all units, components, hardware and all parts required to assemble and install items as described in Annex B - Government Workplace Design Guide and Annex C - HMRC FFE Finishes Specification
        3. The Supplier shall be responsible for ensuring the structural integrity of any customisation required to comply with the design criteria laid out in the Annex B - Government Workplace Design Guide and Annex C - HMRC FFE Finishes Specification
        4. Unless stated differently in Annex B - Government Workplace Design Guide and Annex C - HMRC FFE Finishes Specification all specification requirements listed in paragraph 7.12 shall apply
        5. The Supplier shall be responsible for providing the correct model number/reference code for each item specified in Annex B - Government Workplace Design Guide and Annex C - HMRC FFE Finishes Specification If model no. / reference codes have been provided which do not reflect the description or image of the product listed, then it is the Supplier’s responsibility to confirm correct specification and supply correct model no / reference code for item prior to tender return or order
        6. All furniture should be asset tagged in line with framework requirements; and documented in an asset inventory
        7. All furniture asset information for Government Hubs will need to be populated into the BIM model liaising with the relevant BIM modelling team to ensure all requirements are provided, as required to programme
        8. No visible logo or branding tags, buttons, or plates to be used in products
        9. The Supplier shall be responsible for ensuring the structural integrity of any customisation required complies with the design criteria laid out in paragraphs 7.13, 7.17and 17.19 of this document.
        10. The Supplier shall guarantee that the design and installation of all electrical items conforms to all governing regulations, including British Standards and Codes of Practice, or any foreseeable regulations
  9. **Finishes** 
     1. Project designer / architect is expected to use the finish specifications as a guideline only
     2. All fabrics / finishes specified shall be applied strictly adhering to the instructions of the finish manufacturer for application and fixing
     3. All fabrics / finishes shall be submitted for approval and must match Architect’s control samples. At further competition and prior to order the Supplier shall submit two (2) samples of each fabric / finish specified for approval
     4. It is the responsibility of the Supplier to ensure that the fabric / finish specified matches the architect’s control sample. Fabric / finishes codes given in Annex B - Government Workplace Design Guide and Annex C - HMRC HMRC FFE Finishes Specification are supplied by the fabric manufacturer / Supplier, the architect accepts no responsibility for incorrect codes – all fabric specifications shall be checked against control samples and not reference codes
     5. The Supplier shall be responsible for ensuring all Customers’ Own Material (COM) complies with fire regulations. If a fabric does not meet with fire regulations, the Supplier shall submit an alternative fabric for approval by architect
     6. The Supplier shall be responsible for the procurement of all COM specified by the client. The cost of COM shall be included in the unit cost of the furniture item supplied by the Supplier. The lead time of COM shall be incorporated into the lead time of the furniture item and not quoted separately. The Supplier shall assume all responsibility that a COM fabric specified will work with the article of furniture specified
     7. All table / desk surfaces shall be sealed with a finish pervious to normal office hazards such as heat, alcohol, water and acetone
  10. **Environmental**
      1. New product shall be packaged in recyclable material
      2. Product shall be recyclable at the end of its life
      3. All Furniture will have at minimum a recycled content (10% post-consumer 50% pre-consumer) – Supplier to provide recycled content for furniture and furnishings
      4. Supplier to ensure that product meets both mandatory and, where applicable, best practice technical specifications and award criteria of the Government Buying Standards for Office Furniture
      5. Rapidly Renewable Materials – The definition of a rapidly renewable material would be products made from plants that are harvested within a 10-year or shorter cycle
      6. Product emissions shall meet current standards – Supplier to provide certificate if product is Greenguard Indoor Air Quality Certified
      7. If product is not certified as the above, the Supplier shall provide the emission limits for all products. The limits of which are set out below
      8. The Supplier to recycle all packing and material
      9. **Table 1: Indoor Air Concentrations**

| Chemical Contaminant | Emission Limits      Systems Furniture | Emission Limits      Seating |
| --- | --- | --- |
| TVOC | 0.5 mg/m3 | 0.25 mg/m3 |
| Formaldehyde | 50 parts per billion | 25 parts per billion |
| Total Aldehydes | 100 parts per billion | 50 parts per billion |
| 4 – Phenylcyclohexene | 0.0065 mg/m3 | 0.3253 |

* 1. **Quantities** 
     1. The specification of this document provides an outlined description for each furniture type. It is the Supplier’s responsibility to specify all components required from the product line submitted at further competition to meet the specification requirements when applied to the Client produced space plans
  2. **Standards**
     1. As a minimum the furniture items must comply with the following standards. It is the Supplier’s responsibility to ensure that each furniture item complies with the relevant part of each standard given. If a standard listed here has been superseded, the furniture item must comply with the new established standard

| **Structural Performance** | |
| --- | --- |
| BS 5459-2 | Specification for performance requirements and tests for office furniture. |
| BS 4875 | Strength and stability of furniture. |
| BS 7945 | Non-domestic furniture. Seating. Determination of stability. |
| BS EN 12529 | Castors for furniture. Castors for swivel chairs. |
| BS EN 12528 | Castors for furniture. |
| BS EN 1023 | Office Furniture. Screens. |
| BS 1335-2 | Office Furniture. Office work chair. Safety requirements |
| BS 1335-3 | Office Furniture. Office work chair. Safety test methods. |
| BS EN  15338 | Hardware for furniture. Strength and durability of extension elements and their components |
| **Dimensions and Ergonomics:** | |
| BS EN 1335-1 | Office Furniture. Office work chair. Dimensions. |
| BS EN 527-1 | Office Furniture, Worktables and desks. Dimensions. |
| BS EN ISO 9241 | Ergonomic requirements for office work with visual display terminals. |
| **Electrical Systems / Lighting:** | |
| BS 6396 | Electrical systems in office furniture and office screens. |
| BS 4533 | Luminaries. |
| BS EN 60598 | Luminaries. |
| **Finishes and Substructures:** | |
| BS 6261 | Method of evaluation the application of and interaction between components in upholstered furniture. |
| BS EN  14465 | Textiles. Upholstery fabrics. Specification and methods of test. |

* 1. **Warranties** 
     1. Warranties should be provided in line with section 5.26
  2. **Detailed Specification Requirements** 
     1. **Work Surfaces**
        1. Work surfaces and free standing filing units shall be initially installed at a height of 730 to 750 mm unless otherwise specified
        2. All work surfaces shall be of structural 45 PCF particleboard.
        3. Desks / benches shall be supported at each end and at intermediate points as required to support desk top equipment with minimal deflection. Maximum acceptable deflection is 1/360 of the work surface length in accordance with established industry standards
        4. Work surfaces shall be finished on all sides and edges
        5. Metal to metal fixings shall be used for hardware fixing into surface
     2. **System Storage Units**
        1. Unless stated otherwise the following will apply: locks – each unit to be lockable with a single locking mechanism and different from each other. All locks shall be master keyed
        2. Drawer suspension shall be heavy-duty, full-extension, progressive action metal slides with silent ball bearings and positive stop action, Accuride or approved equal. A minimum of 68kg rated load capacity
        3. All file drawers shall be provided with hanging bars to accommodate either A4 or foolscap suspended filing
        4. Box drawers shall be capable of compartment segregation with dividers
        5. Each unit with drawers shall be equipped with an interlocking drawer safety mechanism to prevent tipping by allowing only one drawer at a time to extend into an open position
        6. Unless stated otherwise the following will apply: Drawer / door pulls to be a concealed, continuous, chamfered finger pull. Drawer / door fronts to be flat
        7. Locker units shall be of suitable size to accommodate user’s day to day items i.e. laptop, A4 file, jacket and bag. Individual compartments to be lockable, vertical 10 digit digital system with 4 digit code and factory setting code to be unique to Contracting Authority
        8. The Supplier shall ensure that metal items manufactured from sheet steel, tube or square section are fit for purpose.
        9. The Supplier shall ensure that all welding is neatly and correctly executed with full penetration
        10. The Supplier shall ensure that all welding is free from distortion, oxidation arcing, blowholes or any other similar defects
        11. The Supplier shall ensure that the size of weld is appropriate to the thickness of the work piece and strength for application
        12. The Supplier shall ensure that all weld grinding and dressing is undertaken in a workmanlike manner to avoid impairment of the weld strength
        13. The Supplier shall ensure that all notching is fitted accurately with mating components. The Supplier shall ensure that all flanges are smooth and free from any imperfections
        14. The Supplier shall ensure that all burrs and sharp edges are removed
     3. **Workstation Panels and Panel Accessories (where required)**
        1. Panels shall be installed to workstation frame as required
        2. All panel runs shall maintain a level appearance at the top of the panels, squared off with flush continuous vertical plane
        3. All panel faces shall be uniform in appearance and show no ‘surface undulation’.
        4. Panel hung components shall have positive locking panel connections
     4. **Cable Management and Computer Accessories**
        1. The Supplier shall allow for close liaison / coordination with the clients electrical and data cabling contractors. If required the Supplier shall attend site prior to furniture installation, to mark out on raised floor, setting out positions of furniture for purpose of locating floor boxes and grommets
        2. Horizontal cable management to be a continuous wire basket running under work surface. Cable management shall be of a size able to accommodate power and data outlets, copex cables, fibre optic cables with segregated distribution
        3. Adequately sized drop down cable management basket with plenty of opportunity to fix data/power
        4. Cable access from under desk cable management system to topside of work surface shall be via personal power outlets on desk (a gap 100 mm) large enough to pass a ‘Weiland’ size cable connection through
        5. Cable management shall be able to be fitted retrospectively in the field. The data cabling specification is for a 4 port power outlet. A Copex type containment with a metal GOP module with 4 RJ45 outlet. (GOP = Grid Outlet Position) Cable tray to be able to accommodate power, a GOP module and possible power chargers
        6. Vertical cable distribution shall allow for flexible, concealed and protected connection from floor box / grommet to horizontal cable management. Shall have segregated distribution
        7. power modules shall be 32A rated and be provided with internal circuit protection in the form of a replaceable fuse rated at 5A maximum. Each power module to be individually switched unless stated otherwise
        8. Above desk power modules shall designed in such a way as to ensure clear access of outlet cord personal power specification as stated in this specification
        9. The Supplier shall guarantee that the design and installation of all cable management componentry, including power modules and task lights, conforms to all governing regulations
        10. CPU holder – solid support from top with cantilever base and restraining strap as required
        11. Earthing point to be identified
        12. Monitor arms to be able to be received as required
     5. **Furniture Finishes**
        1. All work / meeting table surfaces finish to be white MFC or high pressure laminate unless otherwise specified
        2. Desk frame and supports to be factory sprayed finish with colour to be project specific
        3. All meeting table bases to be satin aluminium finish or similar unless otherwise specified
        4. Upholstery fabrics to be in line with fabric range as specified
        5. Metal storage units to be factory sprayed finish colour to match system desk frame colour unless otherwise specified
     6. **Upholstery**
        1. The Supplier shall ensure that textile products comply with the Government Buying Standards mandatory criteria for textiles. The Government Buying Standards for textiles can be found [here.](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/341550/GBS_spec-textiles.pdf)
        2. The Supplier shall ensure that all upholstery is accurately and neatly finished
        3. The underside of each chair or seat platform shall be covered
        4. All edges should have quality finish with uniform stitching
        5. Products shall be free from loose threads and material protrusions or fastenings which may cause discomfort
     7. **Outdoor Furniture**
        1. Provision of outdoor furniture should be provided in materials that are all weatherproof 24/7, 365 days a year. All outdoor furniture should weigh not less than 10 kgs. The furniture should have the ability to be securely fixed to the floor

# **Specific Mandatory Requirements Lot 2**

* 1. This Lot is intended for the provision of MOD Office Furniture, although any Buyer(s) other than MOD can purchase furniture via this Lot
  2. This section provides detail of specific mandatory requirements in conjunction with the general mandatory requirements in Section 5 that Suppliers shall fulfil in their entirety under Lot 2 in order to meet the requirements of this Framework Contract
  3. Specific goods and services not included in the prices in Framework Schedule 3 – Framework Prices may be agreed between the Supplier and the Buyer(s) and added to the Call Off Schedule 5 – Pricing Details. These Non-Core products will be offered to Buyer(s) at a discounted rate as per paragraph 5.8.2.1
  4. In addition to the provision of Core and Non-Core products via this Lot, Buyer(s) may request remanufactured, refurbished and recycled office furniture products from Suppliers under this Agreement
  5. Buyer(s) will stipulate their requirements for remanufactured, refurbished and recycled office furniture products via a Further Competition Call Off under this Framework Contract
  6. **General Requirements**
     1. NATO Stock number products will be made available in a variety of colours according to Buyer(s) detailed in the table shown below

| **Camira Fabric Extreme(or Similar)** | **Colour** | **Code** |
| --- | --- | --- |
| Panama | YS078 |
| Curacao | YS005 |
| Havana | YS009 |
| **Chieftan Fabric Just Colours (or similar)** | **Colour** | **Code** |
| Sapphire Blue |  |
| Cobalt |  |
| Mulled Wine |  |
| **Camira Lucia (or similar) For Screens** | **Colour** | **Code** |
| Calypso | YB106 |
| Ocean | YB100 |
| Havana | YB009 |
| **Camira 24/7 Flax (or similar)** | **Colour** | **Code** |
| Vernal | FYR02 |
| Eternity | FYR18 |
| While | FYR21 |

* 1. **Windowless Accommodation Requirements**
     1. All windowless Accommodation to Crib 7 High Hazard when tested as a composite of fabric and foam and the Fire Label to note that the upholstery meets Crib 7 High Hazard

# **Specific Mandatory Requirements Lot 3**

* 1. This Lot is intended for the provision of Residential Furniture.
  2. This section provides detail of specific mandatory requirements in conjunction with the general mandatory requirements in Section 5 that Suppliers shall fulfil in their entirety under Lot 3 in order to meet the requirements of this Framework Contract
  3. Specific goods and services not included in the prices in Framework Schedule 3 – Framework Prices may be agreed between the Supplier and the Buyer(s) and added to the Call Off Schedule 5 – Pricing Details. These Non-Core products will be offered to Buyer(s) at a discounted rate as per paragraph 5.8.2.1
  4. Buyer(s) may have requirements specific to their working environments. The requirements may include modification to the Core furniture items for secure or challenging environments. The Buyer(s) will stipulate this requirement in their Call Off
  5. The mandatory requirements for Lot 3 should be read in conjunction with Annex F - Service Family Accommodation Technical Specification and Annex G - Single Living Accommodation Technical Specification

* 1. **General Requirements**
     1. Framework Schedule 3 - Framework Prices includes Service Family Accommodation (SFA) and Single Living Accommodation (SLA) Drawings and/or images found at Annex J - Lot 3 Service Family Accommodation Image/Drawing Files (Tab 1), and Annex K - Lot 3 Single Living Accommodation Image/Drawing Files (Tab 2), which includes Lot 3 Single Living Accommodation Image/Drawing Files for Tab 2/1,Tab 2/2 and Tab 2/3. All products should be manufactured in line with the relevant Drawings/and or images.
     2. Where the SFA Drawings ending with the letter (a) state 25mm MFC board, this should be replaced with 18mm MFC board.
     3. MFC (or similar) products shall be panel based (with the exception of items 1005a and 1006a) where a solid timber under frame is required. The overall appearance of the finished items shall resemble those in oak solid/veneer. Performance standards shall match those for oak solid/veneer products
     4. Any mention of fittings within the SFA Drawings implies the type and/or performance levels only, alternatives may be offered. The Supplier shall ensure that the fittings comply with the specification
     5. The appearance/styling of the Trade Pattern furniture shall be traditional in design and construction; if dimensions are stated the tolerance is =/- 5mm
     6. Knock Down (KD) also known as Flat-Pack or Self-Assembly products shall be supplied in KD form with a component list and comprehensive assembly instructions (illustrated if possible)
     7. All storage furniture over 600mm in height shall be supplied with a wall tethering device
     8. After Call Off Contract award, Suppliers may be required to produce product samples as requested by the Buyer for evaluation against the SFA Drawings and/or images
     9. The cost of any samples shall be borne by the Supplier. Samples will be retained for the contract period and will be the standard the Supplier will adhere to
     10. The approved samples can be included in any final orders under the Call Off Contract (subject to the furniture items being in new, unused condition)
  2. **Timber Product Requirements**
     1. All items of furniture shall be of sound construction, joints neatly and accurately cut, fully closed and fixed with component parts machined square, flat and true
     2. Timber products shall be made from materials such as boards, veneers and solid timber
     3. Cabinets, cupboards, chairs, stools and tables shall stand square; doors and drawers fitted correctly with accurate and parallel spacing
     4. The solid lippings and veneered surface tops shall be of matching timber on all bespoke furniture requirements
     5. The underside of all panels shall be veneered with material of equal strength to the top surface; all surfaces shall be finished with a clear lacquer to give a natural appearance
     6. Timber drawers (MDF or Plywood) shall have sufficient coats of lacquer, sanded between each application, to produce a smooth, “snag-free” finish to all surfaces
     7. “Rift” cut veneers, 0.6mm thick (min), shall either be book matched or slip matched to give a visually balanced effect with all veneers trimmed to exclude sap
     8. The adhesion of surface and edging materials shall satisfy the requirements of FIRA standard 6250: 2018, Table 3 – Adhesion Performance (General)
     9. All products number 2000 and above should ensure solid and veneer timber shall be trimmed to exclude sapwood. Veneer and other manmade surface materials shall be fully bonded to the substrate together with an appropriate balancer of equal strength, whilst all surfaces shall be finished with a clear lacquer to give a natural appearance and a smooth feel
     10. Timber products employ a range of materials including manufactured boards, top surface timber veneers, MFCs, solid timber under frames, solid lipping's and on some items of furniture staining of a more common species of timber to resemble one more rare
     11. MFC Products numbered 2000 and above shall be available in the Providers standard range of finishes which shall include Cherry, Oak timber effects Buyer(s) shall state the finish required on their order via the NATO stock number
     12. All fixing screws and bolts are to be of correct length and where appropriate, their threads must be sufficient to properly fill the nuts, tee-nuts or threaded inserts
     13. The under frame of upholstered products shall be sound/robust, either jointed or doweled
     14. Surface finishes on wood; wood-based sheet materials or other substrate, plastic laminates, paper and PVC foil shall satisfy the performance requirements of FIRA Standard 6250:2018 with regard to Horizontal Surfaces (excluding kitchen worktops) to the Severe rating level, Table 2 Finish Performance. All top surfaces shall have low reflective light values. The rating for vertical surfaces shall be appropriate to the intended use of the furniture
  3. **Metal Product Requirements**
     1. Metal items manufactured from sheet steel, tube or square section shall be sound and fit for purpose with all folds and welds neatly and correctly executed
     2. Welds shall be free from distortion, oxidation arcing, splash, undercutting, blowholes, excessive build-up or any other defects
     3. Metalwork shall be completely free from rust/scale, properly degreased and phosphated prior to application of the final finish (stove enamel or epoxy-powder)
     4. The surface finish shall be non-reflective, flat, smooth and free from imperfections with high durability and resistance to impact and abrasion
     5. Metal finish products shall meet the requirements set out below

| **Surface Finish - Metal** | | |
| --- | --- | --- |
| **Standard** | **Performance** |  | |
| (i) BS EN 1518:2011 | Scratch: 3000g Load |  | |
| (ii) BS 3900 Part E3:1973 | Impact: Indentation 2.5mm |  | |
| (iii) BS 3900 Part E11: 2007/BS EN ISO 6860:2006 | Bend: 25mm from apex |  | |
| (iv) BS 3900 Part E6: 2006/BS EN ISO 2409:2007 Clause 6 | Cross Cut: Class ‘O’ |  | |

* 1. **Upholstery Requirements**
     1. Foam shall comply with BS 3379:2005 + A1:2011, for classification refer to individual products
     2. Upholstered furniture shall be fire retardant in accordance with BS 7176:2007 + A1:2011; for protection levels refer to individual products
     3. Note: Foam must be combustion modified as defined in schedule 1 to statutory instrument:1988 No. 1324, consumer protection. The Furniture and Furnishing (Fire) (Safety) regulations 1988 (as amended in 1989, 1993 and 2010)
     4. The upholstery shall be accurately and neatly fitted, staples fully driven home, spaced evenly and to the highest commercial standards. All products shall be free from loose ends of sewing, protrusions of material or fastenings which may cause injury or discomfort. The underside of each chair/seat platform shall be covered in a black scrim
     5. Products designed and specified for use with stretch or tailored loose covers shall be covered with a Fire Retardant “Schedule 3” Interliner
     6. Upholstery fabrics shall meet the following performance criteria:
        1. Upholstery Fabric Type - Velour. Fabric classification standard BS 2543:2004 Severe Contract. Upholstery composites shall conform to BS 7176:2007 + A1:2011 (Medium Hazard) Antimicrobial and antifungal
        2. Upholstery Fabric Type - Interliner. Flammability (preferably inherently Fire Retardant). The interliner shall conform to Schedule 3 of the Furniture (Fire) and (Safety) Regulations 1988 (1989) (1993). BS 7176:2007. Medium Hazard
        3. Upholstery Fabric Type - Vinyl. Flammability (preferably inherently Fire Retardant). BS 7176:2007 + A1:2011 Medium Hazard. Upholstery composites shall conform to BS 7176:2007 + A1:2011 (Medium Hazard) Antimicrobial and antifungal
        4. Upholstery Fabric Type - Plain. BS 2543:2004, performance severe contract
        5. The underside of each chair or seat platform shall be covered in a black scrim
  2. **Fabric Colour Requirements**
     1. Plain Fabric colours shall be available in Camira fabric Xtreme or similar for Panama (YS078), Curacao (YS005) and Havana (YS009)
     2. Vinyl/PVC Fabric colours shall be available in Chieftain fabrics Just Colour or similar for Sapphire Blue, Cobalt and Mulled Wine
     3. 24/7 Range Fabric colours shall be available in Camira Flx 24/7 or similar for Vernal (FYR02), Eternity (FYR18) and While (FYR21)
     4. Velour fabric colours shall be available in AGUA Libra collection or similar for Tan, Claret and Midnight
     5. Other colours within this price range shall be made available to non MOD Buyers
  3. **Windowless Accommodation Requirements**
     1. All windowless accommodation to Crib 7 High Hazard when tested as a composite of fabric and foam and the Fire Label shall ensure that the upholstery meets Crib 7 High Hazard
  4. **Bed Requirements**
     1. Damask or woven ticking shall be in accordance with Table 2 and 3 of BS EN 14976:2005
     2. Divan bed bases shall comply with BS 7177:2008 + A1:2011 (medium Hazard) and BS EN 1725:1998
     3. Bunk beds shall comply with current European standards and General Product Safety Regulations. The bunk beds shall be sufficiently robust to withstand repeated assembly, disassembly and re-issue (minimum 6 times)
     4. Bunk beds shall conform to BS EN 747-1:2012 + A1:2015
     5. The upholstered, solid side un-sprung divan bed base shall comply with BS EN 1334:1996
  5. **Armchair, Settee and Spare Parts Requirements**
     1. All seat cushions shall be foam designation CM-HB-S-170(1) (density 35 kg/m2). Back cushions shall be hollow fill fibre (6 denier)
     2. Carcasses shall be constructed from 18mm board material (e.g. chipboard, plywood as appropriate)
     3. All cross members and corner braces shall be beech or equivalent hardwood, glued and screwed using a PVA adhesive, other joints shall be fully glued and stapled
     4. Arms shall be bolted to seat and back frame using M8 bolts and T-nuts
     5. Each product shall be fitted with heavy-duty (replaceable) 50mm diameter “shepherd” castors which shall be fitted to beech or equivalent hardwood blocks
     6. Each individual seat cushion shall be supported on at least 5 equally spaced interlaced heavy-duty 50mm wide elasticated webbing securely stapled to the armchair or settee base. The webbings shall be covered with 18mm foam
     7. The underside of the seat and settee bases shall be covered and neatly stapled with an appropriate quality scrim complying to BS 2543:2004 general contract or higher
     8. The back-suspension system will provide a flexible support for the back cushion and will be covered in the FR Interliner
     9. Fillings must not creak or squeak
     10. All products shall be fully upholstered in a flame retardant Interliner, in accordance with Table B; interliner can be of a neutral or dark colour
     11. The FR Interliner shall be fitted over all Combustion Modified High Resilient (CMHR) foam, all foam shall conform to BS 3379:2005 + A1:2011 (Class V)
     12. Upholstery composites shall conform to BS 7176:2007 + A1:2011 (Medium Hazard)
     13. Seating shall meet the performance requirements of BS EN 161393:2013 (Test Level 2)
  6. **Cot and Cot Mattress Requirements**
     1. Cots shall meet performance requirements of
        1. BS EN 716-1:2017
        2. BS EN 716-2:2017
     2. Cot mattresses shall have a non-allergenic Combustion Modified polyurethane foam core or polyester fibre filling
     3. Conforming to BS 3379:2005 the cot mattress foam shall have the following designation “CM-HB-A-100(I)” and have a density of 28kg/m² complying with SI No. 1324 The Furniture and Furnishings (Fire) (Safety) Regulations 1988 (1989) (1993) (2010) - Schedule 5 Part 1
     4. The cot mattress outer cover shall be a non-woven Polypropylene, colour White, Air Permeable, Water and Stain Resistant, Wipe Clean and Washable features
     5. The cot mattress shall conform to BS EN 16890-2017
     6. Cot mattress and package labelling shall be in accordance with BS EN 16890-2017 and SI No.1324 The Furniture & Furnishings (Fire)(Safety) Regulations 1988(1989) (1993) (2010)
     7. Cot mattress shall meet the requirements of BS 7177:2008 + A1:2011 (Low Hazard)
  7. **Adult Mattress Requirements**
     1. Adult mattresses shall meet the flammability requirements of:
        1. BS 6807:2006
     2. Conforming to BS 3379:2005 the mattress foam shall have the following designation “CM-HB-A-100(I)” and have a density of 28 kg/m² complying with SI No. 1324 The Furniture and Furnishings (Fire) (Safety) Regulations 1988 (1989) (1993) (2010) - Schedule 5 Part 1
     3. Open coil and pocketed mattress spring unit mattresses shall meet the requirements of BS 3173:1996.
     4. The mattress shall meet the requirements of BS 7177:2008 + A1:2011 (Low Hazard)
     5. Mattress fillings shall comply with BS 1425-1:1991
  8. **High Chair Requirements**
     1. The high chair shall be a folding single height and tubular steel frame complying with BS EN 14988-1:2017
     2. The high chair and harness shall meet the requirements of
        1. BS EN 14988-1:2017 and
        2. The Furniture and Furnishings (Fire) (Safety) Regulations 1988 (1989) (1993)
  9. **Playpen Requirements**
     1. The playpen mat shall consist of a Combustion Modified High Resilient (CMHR) foam core and tie tabs for securing to corners of the play pen
     2. The playpen shall meet the performance requirements of
        1. BS EN 12227:2010 and
        2. The Furniture and Furnishing (Fire) (Safety) Regulations 1998 (1989)(1993).
  10. **Stair, Door and Extension Gate Requirements**
      1. The stair and door gate (including extension) shall meet the performance requirements of BS EN 1930:2011
  11. **Step Stool Requirements**
      1. The step stool shall meet the requirements of BS EN 14183:2003
  12. **Dining Chair Requirements**
      1. Timber plugs to hide screw heads on back legs shall not be acceptable
      2. Two stretcher tails shall be included on rail between front and back legs and central stretcher for extra rigidity
      3. The items shall be constructed using traditional haunched mortised and tenon joints, (alternative methods of construction of equal performance may also be considered**)**
      4. The items shall be flat and smooth finish free from any extraneous material and crazing
      5. The upholstered seat back pad shall be inside an outer timber frame
      6. The seat cushion shall be fitted inside the show-wood rails
      7. Foam shall conform to BS 3379:2005 + A1:2011 (Class V)
      8. Upholstery composites shall conform to BS 7176:2007 + A1:2011 (Medium Hazard)
      9. Chairs shall meet the strength and stability performance of BS EN 16139:2013 (TL 3)
  13. **Easy Chair Requirements (Timber Finish)**
      1. The show-wood timber frame shall be constructed using straight grained Beech
      2. The frame strength is an important element. All joints shall be completely closed and fully adhered
      3. The seat and back foam pads shall be secured onto plywood boards
      4. The wood finish shall be flat and smooth and free from any extraneous material and crazing
  14. **Easy Chair Requirements (Metal Finish)**
      1. The chair shall be a severe contract quality low easy chair, with arms, tubular steel frame and an upholstered seat and back
      2. The tube ends shall be closed with matching fittings
      3. The seat and back foam pads shall be secured onto plywood boards
      4. The tubular frame shall be finished (stove enamelled or powder coated) colour Light Grey or Black (BS 4800: 1989 - 00 A 03)
      5. The upholstered seat and back squabs shall be removable to allow for future renovation
      6. Foam shall conform to BS 3379:2005 + A1:2011 (Class V)
      7. Upholstery composites shall conform to BS 7176:2007 + A1:2011 (2016 and 2017 Medium and 2018 High Hazard)
      8. Chairs shall meet the strength and stability performance of BS EN 16139:2013 (Test level 3)
  15. **Dining and Low Table (Incl Crew Room) Requirements**
      1. The table shall be a severe contract quality cafeteria type comprising a tubular steel underframe and a Beech wood effect high pressure laminate (HPL) covered top on a MDF panel substrate of approximately 20 mm thickness
      2. The underside shall have a compensating laminate of equal strength
      3. The exposed MDF table ‘bull-nosed’ top edge shall be finished with a clear lacquer to offer protection against moisture and damage
      4. Mounting lugs may be fitted to the underframe or the underframe may be drilled to accept countersunk screws for the fixing of the top via threaded inserts
      5. Fixing screws shall be treated with a non-corrosive finish, free of sharp edges or burrs
      6. The underframe shall be finished (stove enamelled or powder coated) colour chrome silver (Interpon 700 – EW041D or similar). Performance standards as indicated at 9.8.5 of Framework Schedule 1: Specific Mandatory Requirements Lot 3
      7. High Grade Polyethylene tube inserts shall be fitted to the foot tube ends
      8. The completed table shall be ‘square’ & stand level with all legs free from twist or distortion
      9. Dining table (Laminate Top) - decorative plastic laminate shall conform to BS EN 438-1 and BS EN 438-2:2005 along with the performance requirements of BS EN 15372:2016 (Test level 3)
      10. MDF shall conform to BS EN 622-5: 2009
      11. Tables shall meet the performance requirements of BS EN 15372:2016 (Test level 2)
  16. **Stool (High and Low) Requirements**
      1. The underframe shall be constructed from hardwood
      2. The stool shall be constructed from square sectioned timber components incorporating a turned section within
      3. The rails shall have haunched mortise and tenoned to legs, stretcher rails stub tenoned
      4. Upholstered seat pad shall be removable to allow for future renovation
  17. **Bunk Bed Requirements**
      1. The folding Bunk Bed shall be two single beds, one stacked on the other
      2. Each bed frame shall have a rigid weld mesh base and be capable of accommodating a foam mattress 1900mm long x 910mm wide x 100mm thick
      3. The distance between the upper surface of the lower bed base and the lower surface of the top bed base shall be at least 750mm
      4. The underside of the lower bunk shall have clear access for the stowage of MoD underbed storage lockers (products 2237 and 2238); maximum storage locker dimensions being 800 wide x 730 deep x 250 high (mm)
      5. The bunk bed shall be finished (stove enamelled or powder coated) colour Light Grey (BS 4800:1989 - 00 A 03) to Performance standards at 9.8.5 of Framework Schedule 1: Specific Mandatory Requirements Lot 3
      6. Metal fittings and fasteners shall have an approved non-corrosive finish
      7. Instructions shall be supplied were the Bunk Beds are required to be fixed to a wall
      8. The bunk bed shall meet the performance requirements of BS EN 747-1: 2012 + A1: 2015
  18. **Task Chair Requirements**
      1. The operator/task chair shall have a medium height fully upholstered (or attached plastic back cover) back; back height shall be manually adjustable. Back and seat shall be capable of independent adjustment and the swivel seat height adjustable through a gas lift mechanism.
      2. The seat shall be adjustable in depth through a slide mechanism
      3. The arms shall be either a fixed ring type or adjustable in height and width ‘T’ type
      4. The chair base shall be black plastic
      5. The chair shall be upholstered in a plain fabric conforming to Framework Schedule 1 Specification, Specific Mandatory Requirement Lot 3
      6. A minimum of three colourways shall be available; the Buyer(s) will select the colour at the point of ordering. See Framework Schedule 1 Specification, Specific Mandatory Requirements Lot 3 para 9.10.1 for available colours
      7. The operator/task chair shall comply with:
         1. BS EN 1335-1: 2000
         2. BS 5459-2: 2000 + A2: 2008
         3. BS 7176: 2007 + A1:2011 (Medium)
         4. BS EN ISO 9241 Part 5:1999
  19. **Bedside Cabinet (2 Drawer/Top Recess) Requirements**
      1. MFC carcase shall be constructed from 18mm particleboard with 2mm lipping.
      2. The base of the unit shall have permanently fitted floor studs
      3. The 12mm thick plywood drawer box sides shall be either dovetail or finger jointed whilst the 4mm thick plywood bottom is to be located into the grooved drawer sides. The assembled drawer box shall be screwed to an applied drawer front. The Buyer(s) may approve alternative drawer box construction
      4. Drawer boxes shall be lacquered and free of any sharp edges or splinters
      5. Drawers shall have a ‘D’ shaped cast alloy handle capable of being reversed for transport
      6. Drawer boxes shall be deep sided and run on a metal ball bearing runner system type mechanism (or similar) with a minimum opening capacity of 80%
      7. Drawer locking shall be provided by means of a camlock. The lock nozzle and keys (two) shall be incised stamped with the lock numbers; 200 differs
      8. A facility to secure the drawer by means of a padlock shall be offered
      9. The finished bedside drawer unit shall meet the strength and stability performance of BS EN 16121 2013 + A1: 2017 Test level 2
  20. **Bedside Cabinet (1 Drawer/1 Door Ready Assembled) Requirements**
      1. The MFC carcase shall be constructed from 18mm particle board with 2mm lipping
      2. The 12mm thick plywood drawer box sides shall be either dovetail or finger jointed together whilst the 4mm plywood bottom is to be located into the grooved drawer sides. The assembled drawer box is to be screwed to an applied drawer front. The Buyer(s) may approve alternative drawer box construction
      3. Drawer boxes shall be lacquered and be free of any sharp edges or splinters
      4. Drawer boxes shall be deep sided and run on a metal ball bearing runner system type mechanism (or similar) with a minimum opening capacity of 80%
      5. Both the door and drawer shall have a single ‘D’ shaped cast alloy handle capable of being reversed for transport
      6. The door shall be supported by two >2300 opening capacity heavy-duty low-profile visible knuckle type metal hinges (nickel plated) fitted on the right-hand side of the cabinet
      7. Door and Drawer locking shall be provided by means of a camlock
      8. The lock nozzle and keys (two) shall be incised stamped with the lock numbers; 200 differs
      9. A facility to secure the drawer by means of a padlock shall be offered
      10. The base of the unit shall have permanently fitted floor studs
      11. The bedside chest shall meet the strength and stability performance of BS EN 16121 2013 + A1: 2017 Test level 2
  21. **Wardrobe (Single Ready Assembled) Requirements**
      1. The MFC carcase shall be constructed from 18mm particle board with 2mm lipping. The 15mm MFC particleboard back panel shall be securely housed into inset groves running along the whole length of the side panels, where appropriate screwed to both top & bottom panels
      2. The wardrobe shall have a high-level shelf and a full width epoxy powder coated oval section hanging rail (supported at each end)
      3. Doors shall have a minimum of four >2300 opening capacity heavy-duty low-profile visible knuckle type metal hinges (nickel plated) fitted on the right-hand side of the wardrobe
      4. Doors shall have a ‘D’ shaped cast alloy handle capable of being reversed for transport
      5. Door locking shall be provided by means of a camlock
      6. The lock nozzle and keys (two) shall be incised stamped with the lock numbers; 200 differs
      7. A facility to enable a padlock to be operated shall be offered
      8. The base edge of each side panels shall be fitted with full width floor skids
      9. The carcase shall have a matching MFC plinth (minimum height 40mm)
      10. The fastening of the plinth shall be reinforced with timber blocks
      11. A back-fixing rail shall be provided for wall fixing
      12. A warning label shall be applied to the inside of the back panel. The text shall be:

**WARNING**

**When used in conjunction with a Top Box the Wardrobe must be fixed back-to-back or secured through the back panel to a wall**

* + 1. The wardrobe shall meet the strength and stability performance requirements of BS EN 16121 2013 + A1: 2017 Test level 2
  1. **Wardrobe (Double Ready Assembled) Requirements**
     1. The MFC carcase shall be constructed from 18mm particle board with 2mm lipping. The 15mm MFC particleboard back panel shall be securely housed into inset groves running along the whole length of the side panels, where appropriate screwed to both top & bottom panels
     2. The wardrobe shall be rigid assembled and shall have a full width epoxy powder coated oval section hanging rail supported at each end and in the centre
     3. The internal shelf shall be constructed from 15mm MFC particleboard
     4. Doors shall have a ‘D’ shaped cast alloy handle capable of being reversed for transport
     5. Door locking shall be provided by means of a camlock on the right-hand door and sliding catches inside the top and bottom of the left-hand door
     6. The lock nozzle and keys (two) shall be incised stamped with the lock numbers; 200 differs
     7. A facility to enable a padlock to be operated shall be offered
     8. The base edge of the side panels shall be fitted with full width floor skids
     9. The carcase shall have a solid plinth (minimum height 40mm)
     10. The fastening of the plinth shall be reinforced with timber blocks
     11. A back-fixing rail shall be provided for wall fixing
     12. A warning label shall be applied to the inside of the back panel; the text shall be:

**WARNING**

**When used in conjunction with a Top Box the Wardrobe must be fixed back-to-back or secured through the back panel to a wall**

* + 1. The wardrobe shall meet the strength and stability performance requirements of BS EN 16121: 2013 + A1: 20117 Test level 2
  1. **Wardrobe (Single and Double Knock Down KD) Requirements**
     1. The MFC carcases shall be constructed from 18mm particle board, back panels 15mm; 2mm lipping
     2. Pilot holes shall be drilled in the top panels to accommodate the fitting of either the single or double top box by means of M6 connectors
     3. The base edge of the side panels shall be fitted with floor studs, two per panel
     4. The carcases shall have a solid plinth (minimum height 40mm) and feature full-width epoxy powder coated hanging rail
     5. When assembled using metal to metal cam and pin K/D fittings, there shall be no gaps in-between any of the assembled panels
     6. The back panel for item 2306 may be supplied in two pieces
     7. Doors shall be constructed from matching 15mm thick MFC
     8. Doors shall have a minimum of four >2300 opening heavy-duty low-profile visible knuckle type metal hinges (nickel plated) fitted on the right-hand side of the wardrobe
     9. Doors shall have a ‘D’ shaped cast alloy handle capable of being reversed for transport
     10. Door locking for both single and double wardrobes shall be provided by means of a camlock. (The double wardrobe will have the lock fitted on the right-hand door and sliding catches inside the top and bottom of the left-hand door)
     11. The lock nozzle and keys (two) shall be incised stamped with the lock numbers; 200 differs
     12. A facility to enable a padlock to be operated shall be offered
     13. The right-hand door of the double wardrobe shall be supplied with a 1.6mm thick 225mm x 225mm polished stainless-steel mirror, have two centrally located fixing holes and be supplied with two dome head screws. The door shall be pilot drilled on the inside face at three heights (1.5m, 1.6m & 1.7m from floor level) to accept the mirror
     14. The double wardrobe left-hand door shall be fitted with a small tray and tie rack
     15. Both wardrobes shall be supplied in a Knock Down (KD) self-assembly form
     16. Construction shall be by means of Barrel Nuts fitted to the top and bottom panels and secured with Socket Machine Screws fixed through the outside of the side panels. Alternative methods of KD construction are acceptable provided that the components used are suitable for repeated assembly and knock down
     17. Each wardrobe shall be supplied with fastenings and fittings pack and complete with parts list and step by step fully illustrated assembly instructions
     18. A warning label shall be applied to the inside of the back panel; the text shall be:

**WARNING**

**When used in conjunction with a Top Box the Wardrobe must be fixed back-to-back or secured through the back panel to a wall**

* + 1. All components shall be flat packed, secured to prevent movement, boxed & banded
    2. The "Flat Pack" shall have 45mm square softwood battens fixed to the carton to enable movement by forklift truck
    3. The package shall carry a weight warning label
    4. The wardrobe shall meet the strength and stability performance requirements of BS EN 16121: 2013 + A1 2017 Test level 2
  1. **Wardrobe Small Internal Unit (Single Drawer with Shelf) Requirements**
     1. MFC carcase shall be constructed from 15mm particleboard with 2mm lipping
     2. The unit shall feature a padlocking top drawer and a lower fixed shelf
     3. The shelf shall be fitted mid-way between the drawer and the base of the unit
     4. The drawer shall feature a full height drawer box running on fabricated metal single extension “roller ball” drawer runners
     5. The drawer box sides shall be fabricated/pressed mild steel, the drawer bottom panel and drawer back shall be white MFC
     6. A padlocking camlock shall be fitted to the drawer front
     7. The 15mm thick (minimum) drawer front shall be constructed from MFC
     8. The unit shall be supplied in a Knock Down (KD) self-assembly form. Construction shall be by means of Barrel Nuts fitted to panels and secured with Socket Machine Screws
     9. Alternative methods of KD construction are acceptable provided that the components used are suitable for repeated assembly and knock down
     10. Each unit shall be manufactured with the facility to be fixed to the inside of the wardrobes
     11. Each unit shall be supplied with fastenings and fittings pack and complete with parts list and assembly instructions
     12. The components shall be flat packed, secured to prevent movement, boxed and banded
     13. The robe internal unit shall meet the strength and stability performance requirements of BS EN 16121: 2013 + A1: 2017 test level 2
  2. **Wardrobe Large Internal Unit Requirements**
     1. The MFC carcase shall be constructed from 15mm particle board with 2mm lipping
     2. The unit shall comprise four equally spaced fixed height compartments with fixed top and bottom panels. A door complete with a padlock facility shall be included in the second from top compartment
     3. The unit shall be supplied in a Knock Down (KD) self-assembly form
     4. Construction shall be by means of Barrel Nuts fitted to panels and secured with Socket Machine Screws. Alternative methods of KD construction are acceptable provided that the components used are suitable for repeated assembly and knock down
     5. Each unit shall be manufactured with the facility to be fixed to the inside of the wardrobes
     6. The unit shall be supplied with fastenings/fittings pack and parts list and assembly instructions
     7. The components shall be flat packed, secured to prevent movement, boxed and banded
  3. **Top Box (Single and Double Knock Down KD) Wardrobes**
     1. The carcase shall be constructed from 18mm particleboard, the back panel from 15 mm with 2mm thick lipping
     2. Countersunk holes shall allow the unit to be fixed to the top of the wardrobe
     3. The back shall be tightly fitted into a rebate in the top, base and side panels
     4. The double top box back panel may be supplied in two pieces
     5. Both 15mm thick doors shall be manufactured from MFC
     6. Doors shall have a minimum of two >2300 opening capacity heavy-duty low-profile visible knuckle type metal hinges (nickel plated)
     7. Doors shall have a cast alloy ‘D’ shaped handle capable of being reversed for transport
     8. Door locking for both single and double top box shall be provided by means of a camlock. (The double top box will have the lock fitted on the right-hand door and sliding catches inside the top and bottom of the left-hand door)
     9. The lock nozzle and keys (two) shall be incised stamped with the lock numbers 200 differs
     10. Construction shall be by means of Barrel Nuts fitted to the top and bottom panels and secured with Socket Machine Screws fixed through the outside of the side panels. Alternative methods of KD construction are acceptable provided that the components used are suitable for repeated assembly and knock down
     11. Each top box shall be supplied with a wall fixing and wardrobe fixing kit, fastenings and fittings pack and complete with parts list and assembly instructions
     12. The top box and components shall be flat packed, secured to prevent movement, boxed and banded
     13. The top boxes shall meet the strength and stability performance requirements of BS EN 16121: 2013 = A1: 2017 Test level 2
  4. **Wardrobe Double Complete (Incl. Top Box and Drawer Unit) Requirements**
     1. Carcass/doors shall be constructed from 18mm particleboard, back panels from 15 mm with 2mm lipping
     2. The units shall be assembled using KD methods of construction (cam & pin or similar) plus block reinforcement as appropriate. Fastenings shall not be visible on external faces
     3. The base edge of the wardrobe side panels shall be fitted with floor skids approximately 50mm long, two per panel
     4. The side panels shall feature a skirting board cut out approximately 25 mm by 120mm with the exposed core sealed with suitable moisture resistant mastic or equivalent
     5. The wardrobe carcass shall have a flush fitting re-enforced plinth (approx. height 90mm).
     6. The wardrobe bottom panel shall be reinforced to the rear of the unit with an inset plinth
     7. The door shall have a minimum of five >2300 opening, heavy-duty low-profile visible knuckle type metal hinges (nickel plated)
     8. Doors shall have a cast alloy ‘D’ shaped handle capable of being reversed for transport.
     9. The doors shall be capable of accepting accessories such as espagnolet mechanisms, padlocking hasp and staples, camlocks, tie rails, tall mirrors, handles etc
     10. A full width hanging rail shall be installed, complete with matching peg & screw supports
     11. On installation wardrobes shall be secured to the wall
     12. Fixing holes shall be made on site
     13. Spacing pieces shall be provided for flush mounting the units to the wall.
     14. The wardrobe shall meet the strength and stability performance requirements of BS EN 16121: 2013 + A1: 2017 Test level 2
  5. **Wide Internal Drawer Unit (Double Wardrobe - Knock Down KD) Requirements**
     1. The MFC carcases shall be constructed from 18mm particle board with 2mm lipping
     2. Units shall be assembled using KD methods of construction (cam & pin or similar) plus block reinforcement as appropriate. Fastenings shall not be visible on external faces
     3. The unit shall feature 1 deep & 2 shallow height steel drawer boxes running on single extension “roller ball” drawer runners (or similar)
     4. Drawer fronts shall be of matching material to the doors with each drawer front having cut-outs instead of handles
  6. **Internal Shelf & Hanging Rail Unit (Tall and Short) (Double Wardrobe Knock Down) Requirements**
     1. The MFC carcass shall be constructed from 18mm particle board with 2mm lipping
     2. Units shall be assembled using Knock Down (KD) methods of construction (cam & pin or similar) plus block reinforcement as appropriate. Fastenings shall not be visible on external faces
     3. The unit shall comprise of 5 (tall) or 3 (short) equally spaced fixed height shelves in addition to fixed top and bottom panels. The hanging rail shall be of sufficient length to allow fixing between internal surfaces of the wardrobe and shelf unit
  7. **Wardrobe, Single (Complete - drawer pack, top box & door) Knock Down (KD)**
     1. The single wardrobe shall be an assembly of the following elements:
        1. 2300mm high wardrobe and top box carcasses and
        2. single full height doors (2200mm nom)
     2. The carcass/doors are to be constructed from 18mm particle board with 2mm lipping
     3. The units shall be assembled using KD methods of construction (cam & pin) plus block reinforcement as appropriate. Fastenings shall not be visible on external faces
     4. The base edge of the wardrobe side panels shall be fitted with floor skids approximately 50mm long, two per panel
     5. The side panels shall feature a skirting board cut out approximately 25 X 120mm with the exposed core sealed with suitable moisture resistant mastic
     6. The wardrobe carcass shall feature a flush fitting re-enforced plinth (approx. height 90mm)
     7. The wardrobe bottom panel shall be reinforced to the rear of the unit with an inset plinth (min 25mm inset)
     8. The doors shall cover the full height of the wardrobe & top box (excluding the plinth)
     9. The door shall have a minimum of five >2300 opening capacity heavy-duty low-profile visible knuckle type metal hinges (nickel plated)
     10. Doors shall have a cast alloy ‘D’ shaped handle capable of being reversed for transport
     11. The doors shall be capable of accepting accessories such as espagnolet mechanisms, padlocking hasp and staples, camlocks, tie rails, tall mirrors, handles etc
     12. The drawer unit shall feature 1 deep & 2 shallow height steel drawer boxes running on single extension “roller ball” drawer runners
     13. Drawer fronts shall be of matching material to the doors, with each drawer front having cut-outs instead of handles
     14. A full width, hanging rail shall be installed, complete with matching peg & screw supports
     15. On installation wardrobes shall be secured to the wall; fixing holes shall be made on site.
     16. The product shall meet the strength and stability performance requirements of BS EN 16121: 2013 + A1: 2017 Test level 2
  8. **Cupboard (Double MFC - Knock Down Lockable) Requirements**
     1. Carcass sides/doors shall be constructed from 18mm particleboard, the top from 25mm whilst the back panel shall be from 15mm; 2mm lipping
     2. Units shall be assembled using KD methods of construction (cam & pin) plus block reinforcements as appropriate; fastenings shall not be visible on external faces
     3. The base edge of the cupboard side panels shall be fitted with floor skids approximately 50mm long, two per panel
     4. The side panels shall feature a skirting board cut out approximately 25 mm by 120mm with the exposed core sealed with suitable moisture resistant mastic
     5. The cupboard carcass shall feature a flush fitting re-enforced plinth (approx. 90mm)
     6. The door shall have a minimum of two >2300 opening capacity heavy-duty low-profile visible knuckle type metal hinges (nickel plated)
     7. Doors shall have a cast alloy ‘D’ shaped handle capable of being reversed for transport
     8. The doors shall be capable of accepting accessories such as espagnolet mechanisms, padlocking hasp and staples, camlocks, handles etc
     9. A full width adjustable shelf shall be provided
     10. The product shall meet the strength and stability performance requirements of BS EN 16121: 2013 + A1: 2017 Test level 2
  9. **Chest of Drawers (MFC) Requirements**
     1. The carcass/drawer fronts shall be constructed from 18mm particleboard, the top from 25mm and back panel from 15mm with 2mm lipping
     2. The units shall be assembled using KD methods of construction (cam & pin) plus block reinforcement as appropriate; fastenings shall not be visible on external faces
     3. The side panel bottom edge fitted with floor skids approx. 50mm long, two per panel
     4. The side panels shall feature a skirting board cut out approximately 25 mm by 120mm with the exposed core sealed with suitable moisture resistant mastic
     5. The chest carcass shall feature a flush fitting re-enforced plinth (approx. 90mm)
     6. Each unit shall feature 3 equally sized drawers
     7. Each drawer shall feature a full height drawer box running on pressed/fabricated steel single extension “roller ball” drawer runners (or similar)
     8. Whilst the drawer box sides are to fabricated/pressed mild steel, the drawer bottom panel and drawer backs shall be white MFC
     9. Drawer fronts shall be of matching material to the wardrobe doors
     10. Drawers shall have a cast alloy ‘D’ shaped handle capable of being reversed for transport. Alternative handles (inset timber) may be required
     11. The product shall meet the strength and stability performance requirements of BS EN 16121: 2013 + A1: 2017 Test level 2
  10. **Bedside Cabinet (1 Drawer/1 Door - Knock Down KD) Requirements**
      1. Carcass, drawer and door shall be constructed from a 18mm particleboard, the top from 25mm the back panel from 15mm with 2mm lipping.
      2. The units shall be assembled using Knock Down (KD) methods of construction (cam & pin) plus block reinforcement as appropriate; fastenings shall not be visible on external faces.
      3. The side panel bottom edge shall be fitted with floor skids approx. 50mm long, two per panel.
      4. The side panels shall feature a skirting board cut out approximately 25 mm by 120mm with the exposed core sealed with suitable moisture resistant mastic.
      5. The carcass shall feature a flush fitting re-enforced plinth (approx. height 90mm).
      6. The unit shall feature a drawer with a cupboard below.
      7. Doors shall have a cast alloy ‘D’ shaped handle capable of being reversed for transport.
      8. The door shall be supported by a minimum of two >2300 opening capacity heavy-duty low-profile visible knuckle type metal hinges (nickel plated).
      9. Each door shall be capable of accepting accessories such padlocks, hasp & staples, camlocks, handles etc.
      10. The product shall meet the strength and stability performance requirements of BS EN 16121: 2013 + A1: 2017 Test level 2.
  11. **Desk (Cable Managed Facility Option) MFC Knock Down (KD) Requirements**
      1. The Desks shall feature a one-piece top in accordance with the dimensions specified.
      2. The desktop shall be constructed from 25mm thick particleboard with 2mm lipping and have two portholes.
      3. The ‘grain’ shall run from side to side of the worktop.
      4. The desk will not be expected to have cable management, however should cable management be required the desk shall be capable of housing either 2 or 4 gang electrical sockets complete with cables’ as well as telecommunications/data cabling; the desktop shall be capable of accepting desk mounted sockets; all cable management equipment shall be easily installed via good access facilities.
      5. The underframe shall be fabricated from steel or alloy sections fitted with adjustable height levelling glides.
      6. The underframe shall be finished (stove enamelled or powder coated) colour Light Grey or Silver to Performance standards at 7.8.5 of Framework Schedule 1: Specific Mandatory Requirements Lot 3.
      7. Desks shall be supplied in Knock Down (KD) form with full assembly instructions
      8. The Workstation/Desk shall meet the performance requirements of:
         1. BS EN ISO 9241-5:1999
         2. BS EN 527-1:2011
         3. BS EN 527-2:2016
         4. BS EN 13722:2004
         5. FIRA 6250: 2018 (Severe) and
         6. BS 6396:2008 +A1: 2015
  12. **Personal Steel Locker (Four and Eight Compartment) Requirements**
      1. For four compartment lockers, each door shall be fitted with a cardholder and cam deadlock (lock nozzles and keys shall be incised stamped with the lock number); locks shall have a minimum of 200 differs
      2. For eight compartment lockers, each door shall be fitted with a cardholder and latch lock. The latch lock shall be suitable for use with a combination dial padlock with a Ø 7.5mm shackle
      3. The carcase may be constructed in component form (as opposed to the use of full side and back panels), the unit shall be robust and free from sharp burrs, corners and edges
      4. The lockers shall be finished (Stove Enamelled or Powder Coated) to conform to Performance standards at para 9.8.5 of Framework Schedule 1: Specific Mandatory Requirements Lot 3; colour RAL 7001 (Silver Grey) or the Contractor’s nearest equivalent
      5. The locker shall meet the performance requirements, clause 15, of BS 4680:1996 (Heavy Duty)
  13. **Personal Steel Locker (Singles, Nest of 2, Nest of 3) Requirements**
      1. Manufactured from fabricated mild steel, the lockers are intended for the storage of personal items of clothing in environments that are usually dry and non-humid
      2. The individual carcases hall be formed, welded and riveted together, whilst the welded door frames shall have folded edges for safety and strength
      3. Doors shall be mounted on welded semi concealed knuckle hinges, with each one riveted onto the locker carcase sides for ease of replacement
      4. Each door shall be fitted with a cardholder and cam deadlock, the nozzle & key shall be stamped with the lock number and have a minimum of 200 differs
      5. Each door shall have ventilation louvres/perforations top and bottom and have top hat formed steel sheet reinforcements
      6. The high-level shelf shall be welded, or spot riveted to back and sides of the locker
      7. The carcases may be constructed in component form (as opposed to the use of full side and back panels), the unit shall be robust and free from sharp burrs, corners and edges
      8. The lockers shall be finished (Stove Enamelled or Powder Coated) to conform to Performance standards at 9.8.5 of Framework Schedule 1: Specific Mandatory Requirements Lot 3; colour RAL 7001 (Silver Grey) or the Contractor’s nearest equivalent
      9. The lockers shall meet the performance requirements, clause 15, of BS 4860:1996 (Heavy Duty)
  14. **Steel Locker (Clean/Dirty) Catering Requirements**
      1. Manufactured from fabricated mild steel, the lockers are for the storage/segregation of personal clothing and clean catering “Whites” in environments that are dry & non-humid
      2. Doors shall be mounted on welded semi concealed knuckle hinges, with each one riveted onto the locker carcase sides for ease of replacement
      3. The door shall be fitted with a cardholder and cam deadlock, the lock nozzle and key shall be incised stamped with the lock number and have a minimum of 200 differs
      4. The face of the door top and bottom shall have ventilation louvres/perforations
      5. Inside, the locker shall be fitted with a high-level shelf and a minimum of 6 clothes hooks and a coat hanger rail
      6. The carcase shall be constructed in component form (as opposed to the use of full side and back panels); the unit shall be robust and free from sharp burrs, corners and edges
      7. Provision shall be made on the top panel of the locker to allow the fitting of the sloping top unit product 2411
      8. The locker shall be finished (Stove Enamelled or Powder Coated) to conform to Performance standards at 9.8.5 of Framework Schedule 1: Specific Mandatory Requirements Lot 3; colour RAL 7001 (Silver Grey) or the Contractor’s nearest equivalent
      9. The locker shall meet the performance requirements, clause 15, of BS 4860:1996 (Heavy Duty)
  15. **Padlock Combination Dial Requirements**
      1. The combination dial padlock shall be a general-purpose product with the following approximate dimensions:
         1. 50mm case diameter
         2. 20mm case depth
         3. 20mm shackle clearance height & width and
         4. 10mm diameter shackle
      2. The lock case shall be of a double reinforced construction with a stainless-steel outer
      3. The lock shall feature a 40-digit (min) dial, 3 number dialling & a pre-set combination
      4. Instructions for use and the factory combination setting shall accompany each lock
      5. Locks shall not carry item marking and shall be supplied in the manufacturer’s pack
  16. **Workshop Stool Requirements**
      1. The item shall be constructed from square sectioned timber components using traditional methods
      2. Rails shall be haunched mortised & tenoned into leg sections, stretchers stub mortise & tenoned
      3. The seat shall be sculptured from solid timber approx. 30mm thick
      4. The assembled stool shall be finished in a clear semi-matt lacquer and meet the performance requirements of para 9.7.3 of this Framework Schedule 1, Specific Mandatory Requirements Lot 3
      5. The stool shall meet the strength and stability of BS EN 16139:2013 (Test Level 3)
  17. **Chair Workshop (High and Standard) Requirements**
      1. The Workshop Chair shall be height adjustable; gas lift adjustment (Standard 520mm to 780mm, High 460mm to 580mm - for use at workshop benches)
      2. The Chair shall have a five-star base (standard fitted with glides, incorporating a foot ring, high fitted with glides)
      3. Both seat and back pads shall be moulded CFC-free polyurethane, shall be contoured and feature waterfall edges; the back shall provide good lumbar support (not adjustable)
      4. The backrest shall be adjustable for rake/height; the chair shall include instructions
      5. The chair shall meet the Strength, Stability, Durability and Fire Retardancy performance requirements of:
         1. BS 5852:2006: Clause 12 medium hazard
         2. BS EN 1335-1:2000 and
         3. BS 5459-2:2000 + A1:2008
  18. **Fitters Bench Requirements**
      1. The Timber shall be: Straight Grained European Beech and European Redwood
      2. Alternative timbers may be considered (Buyer(s) discretion)
      3. The plywood shall be: multiply type
      4. The adhesive shall be: Phenolic/Synthetic Resin (Vinyl)
      5. The wood Screws shall be finished to withstand moisture
      6. Bench tops shall comprise a rigid laminated substrate covered by a single piece of sheet steel over the front edge and top surface. Top shall measure approx 2285 mm x 710mm
      7. The substrate shall be tough, water-resistant laminated timber baseboard (multiply or similar) of approximate thickness 40mm
      8. The sheet steel shall have a minimum thickness of 1.2mm. The sheet shall be paint finished (stove enamelled or powder coated) colour dark grey prior to being fixed to the substrate with countersunk wood screws
      9. The finish performance shall be to Performance standards at 9.8.5 of Framework Schedule 1: Specific Mandatory Requirements Lot 3
      10. The bench tops shall be supported by a Heavy-Duty, knock down under frame that gives an overall work surface height of approximately 875mm
      11. The under frame shall have lateral reinforcing members to prevent racking. Alternatively, modular leg frame systems may be considered
      12. The bench shall accommodate an Engineers Vice (Record No 5 or similar - not supplied)
      13. The external surfaces of the bench shall be finished in a clear lacquer
  19. **Table Fabric Worker Requirements**
      1. The timber shall be straight Grained European Beech
      2. The plywood shall be: Birch faced multiply; thickness 20-22mm
      3. The adhesive shall be: Phenolic/Synthetic Resin (Vinyl)
      4. The wood screws shall be finished to withstand moisture, chipboard screws to be twin parallel threaded, all as per drawing
      5. The bright Bolts shall conform to BS EN ISO 898-1: 2009; length 160mm
      6. The nuts shall be: Type: Barrel 22mm x 25mm Thread: M10 Finish: Zinc plated
      7. The box Single End Spanner shall fit bolt at clause 6.44.5 above
      8. The terry Clip shall secure spanner to crossrail
      9. The legs shall be made from solid beech having all corners pencil rounded and bottom ends chamfered 5 mm to help prevent splitting
      10. Each frame shall be Mortise and sub-tenoned together with all tenons draw pinned through legs and the internal angles glue blocked
      11. Cross rails and shelf frame cross rails shall be double through tenoned to the long rails. All mortises shall be opened out in length on the outside, with each tenon double wedged. Internal angles of cross rails shall be glue blocked
      12. The ends of the rail shall be loose tongued to the legs and drilled to take the 160mm x M10 bolt and with a 32mm diameter hole
      13. Each corner and rail joint shall be stub haunch mortise and tenoned (tenons 45mm deep). The multiply/block board shall be barefaced-tongued and well glued to each framework
      14. The shelf shall be solid tongue lipped all around and cut away to form a close fit to legs. Each shelf shall be well fixed to underframe through fillets on both cross and side rails
      15. The packing blocks shall be manufactured to match the tongues on the long rails in order that the item can be packed flat pack
      16. A Terry Clip shall be secured to one of the cross rails to retain the box spanner
      17. Where the joints are pre-finished before assembly a cross-linking adhesive shall be used
      18. The item shall be left clean and in white
      19. All surfaces shall be properly prepared, sanded smooth, and all sharp arises removed
      20. The surfaces of the top shall be straight and true, the edges properly squared
      21. All exposed ends shall be sealed with one coat of clear satin lacquer, including rail ends
      22. Fork-Lift Truck Battens shall be fixed to the flat pack, qty: 4, material: softwood to enable movement by a fork lift truck
  20. **Cupboard Support Unit Requirements**
      1. The legs shall be hardwood and rails shall be softwood
      2. The shelf shall be 12mm thick multiply
      3. The rails shall be stub mortise and tenoned into legs, side top rails twin tenoned, all haunched and mitred as shown in visual accompanying item 2435
      4. The top rails shall be grooved to accept fixing buttons
      5. The plywood panels shall be glued all four edges and pinned along top edge
      6. The two doors shall be made from 18mm thick chipboard lipped all round with hardwood and hung on 50mm long solid brass butt hinges. Both doors shall be fitted with magnetic catches on top rail
      7. The surfaces shall be free from machining marks and all arises removed
      8. The Cupboard Support unit shall be sanded smooth and given a 3 coat application of flame retardant paint to BS 476-7:1997 ‘Class 1’ rating
      9. The paint shall be to BS 4800:1989 - 00 C 35
      10. All interior Surfaces shall have a general performance clear wood finish applied
      11. The metal Fittings, Fasteners etc shall have a non-corrosive finish.
  21. **Four Drawer Support Unit Requirements**
      1. The legs shall be hardwood and rails softwood
      2. The shelf shall be 12mm thick multiply
      3. The rails shall be stub mortise and tenoned into legs, with side top rails twin tenoned, all haunched and mitred as shown in visual accompanying item 2436
      4. The top rails shall be grooved to accept fixing buttons
      5. The plywood panels shall be glued on all four edges and pinned along the top edge
      6. The drawer runners shall be stub mortise and tenoned to front drawer rails. Drawer guides shall be screwed and glued to drawer runners; runners and guides shall be in hardwood
      7. The drawer fronts shall be hardwood whilst the drawer sides & back shall be 12mm plywood
      8. The fronts shall be lap dovetailed to sides, back slips to be dovetailed with blocks to sides
      9. The bottom ply shall be fully blocked and screwed to drawer back, drawer stops to be fitted. Each drawer face shall be fitted with a beech handle, screw fixed from the inside
      10. The surfaces shall be free from machining marks and all arises removed
      11. The Drawer Support unit shall be sanded smooth and given a 3-coat application of flame-retardant paint to BS 476-7:1997 ‘Class 1’ rating
      12. The paint shall be to BS 4800:1989 - 00 C 35
      13. All interior Surfaces shall have a general performance clear wood finish applied
      14. The metal Fittings, Fasteners etc shall have a non-corrosive finish
  22. **Open Support Unit Requirements**
      1. Legs shall be hardwood and rails shall be softwood
      2. A hardwood retaining strip shall be screw fixed to the front edge of the 12mm multiply shelf
      3. The rails shall be stub mortised and tenoned into legs, side top rails twin tenoned, all haunched and mitred as shown. Top rails to be grooved to accept fixing buttons
      4. Surfaces shall be free from machining marks and all arises removed
      5. The Open Support unit shall be sanded smooth and given a 3-coat application of flame-retardant paint to BS 476-7:1997 ‘Class 1’ rating
      6. The paint shall be to BS 4800:1989 - 00 C 35
      7. All interior surfaces shall have a general performance clear wood finish applied
  23. **Workbench Requirements**
      1. The plastic laminate (BS EN 438 Parts 1 & 2:2005) and balancing laminate shall be bonded to 25mm thick chipboard with a suitable adhesive
      2. The 15mm thick hardwood sub-frame shall be stub mortise and tenoned, screwed and glued to the multiply tops
      3. The beech lippings shall be fixed by either a moulded or loose tongue and grooved method. The fixing shall be firmly glued under pressure
      4. All workbench tops shall be supplied complete with softwood upstands manufactured as detailed on the drawing. The beech tops shall have cut outs to accept locating fillets
      5. The bench top lipping's shall be finished in a clear lacquer
  24. **Carpenter’s Bench Requirements**
      1. The materials shall be as the Fitters Bench
      2. The dual sided heavy-duty bench top shall measure approximately 2285 mm x 710mm
      3. The substrate shall be water resistant laminated timber base board (multiply) of approximate thickness 65mm
      4. The top shall be manufactured in three sections to aid future maintenance and feature a recessed tool well and retractable bench stops
      5. The bench top shall be supported by a Heavy-Duty, knock down underframe which gives an overall work surface height of approximately 885mm
      6. The underframe shall have lateral reinforcing members to prevent racking
      7. The bench shall be capable of accommodating the fitting of Joiners Vices Record REC 5212 ED or similar, (not supplied) on either side
      8. All surfaces shall be sanded smooth and all sharp arises removed
      9. All exposed surfaces shall be sealed with clear lacquer
      10. The components shall be flat packed, secured to prevent movement, boxed and banded
  25. **Slatted Footboard Requirements**
      1. The unit shall be softwood: European Redwood
      2. The Wood Screws shall be: Steel, Sheradised or Galvanised, countersunk head 45mm x No 10. Screws shall be correctly piloted and finish parallel, 1mm below the surface of the slats
      3. All sections shall be machined square
      4. The slats shall be flush with the bearers all round
      5. All sharp edges shall be removed and loose splinters will not be accepted
      6. all end grain shall be sealed with at least two applications of a clear sealer
      7. One coat of sealer shall cover the Item Marking
      8. The faces & edges of the boards shall be sanded smooth and left clean and in the white
  26. **Student Chair Requirements**
      1. The chair student is an adaptation of the chair Polypropylene (2038) modified by the provision of a detachable writing tablet
      2. The writing tablet shall be easily removable and capable of being fitted on the left or right
      3. The writing tablet shall have a Birch plywood or MDF substrate faced with plastic laminate conforming to BS EN 438-1:2005 and BS EN 438-2:2005
      4. The face laminate colour shall be grey “00 A 03” of BS 4800:1989 or similar
      5. The exposed substrate edge shall be sealed with a clear lacquer
      6. the chair shall meet the performance requirements of:
         1. BS EN 16139:2013 (Test level 3)
         2. BS 5852: 2006, Clause 12. What hazard rating – low or medium and
         3. oxygen index 23/24%
  27. **Chair (Polypropylene) Requirements**
      1. The chair shall be a Polypropylene shell on a tubular steel stacking frame, with and without linking frame. Tube ends shall be capped with high grade polyethylene inserts
      2. The Polypropylene shell shall conform dimensionally to BS 1729 Part 1: 2015, Size Mark 5 and charcoal in colour “00 A 13” of BS 4800:1989
      3. The shell shall have a textured inside face and a matt smooth outside face
      4. The underframe shall be finished (stove enamelled or powder coated) colour Black (BS 4800:1989 - 00 E 53) to Performance standards at 7.8.5 of Framework Schedule 1: Specific Mandatory Requirements Lot 3
      5. The chair shall meet the following performance requirements of:
         1. BS EN 16139: 2013 (Test level 3)
         2. BS 5852: 2006, Clause 12 Medium hazard
         3. Oxygen index 23/24% and
         4. BS EN 14703:2007 (item 2037)
  28. **Chair (Folding Metal) Requirements**
      1. The chair shall be capable of being folded flat for easy transport and storage
      2. The tube ends shall be capped with high-grade polyethylene inserts
      3. The seat shall be a one piece pressing with fully curved edges for strength and durability and a ‘waterfall’ shape to the front corners
      4. The back shall be a one piece pressing with fully curved edges
      5. The underframe shall be finished (stove enamelled or powder coated) colour Light Grey (BS 4800:1989 - 00 A 03) to Performance standards at 9.8.5 of Framework Schedule 1: Specific Mandatory Requirements Lot 3
      6. chair shall meet the performance requirements of:
         1. BS EN 16139: 2013 (Test level 3)
  29. **Side Chair (Item 2102) Requirements**
      1. The side chair shall have an upholstered seat and back
      2. The timber frame shall be constructed from hardwood
      3. The leg frames square section tapered at the foot
      4. The back rail raked to provide a comfortable seating position
      5. The frame shall have two stretcher rails each side between the front and back legs and a further central rail
      6. The frame shall be constructed using traditional haunched mortised and tenon joints, however, alternative methods of construction, equal in performance, may be considered
      7. The chair shall be stained dark oak and finished with a clear semi-matt lacquer
      8. The fabric to be selected by Buyer(s). See Framework Schedule 1 Specification, Specific Mandatory Requirements Lot 3 para 9.10.1 for available colours. See Framework Schedule 1 Specification, Specific Mandatory Requirement Lot 3 para 9.5 for fabric specific requirements
      9. The foam shall conform to BS 3379:2005 + A1:2011 (Class V)
      10. The upholstery composites shall conform to BS 7176:2007 + A1:2011 (Medium Hazard)
      11. The chair shall meet the strength and stability performance of BS EN 16139:2013 (Test level 3)
  30. **Tub Chair (Item 2103) Requirements**
      1. The frame strength is of great importance and all joints shall be fully closed and adhered
      2. The unit shall be upholstered in plain fabric in a minimum of three colour-ways as selected by the Buyer(s). See Framework Schedule 1 Specification, Specific Mandatory Requirements Lot 3 para 9.10.1 for available colours. See Framework Schedule 1 Specification, Specific Mandatory Requirement Lot 3 para 9.10.4 (iv) for fabric specific requirements
      3. The foam shall conform to BS 3379:2005 + A1:2011 (Class V)
      4. The upholstery composites shall conform to BS 7176:2007 + A1:2011 (Medium Hazard)
      5. The chair shall meet the performance requirements of BS EN 16139:2013 (Test level 3)
  31. **Modular Bench Seat Requirements**
      1. The bench seat shall comprise of a fully upholstered seat unit supported by a panelled box type supporting base
      2. The Buyer(s) shall select the colour. See Framework Schedule 1 Specification, Specific Mandatory Requirements Lot 3 para 9.10.1 for available colours. See Framework Schedule 1 Specification, Specific Mandatory Requirement Lot 3 para 9.10.4 (iv) for fabric specific requirements
      3. The foam shall conform to BS 3379:2005 + A1:2011 (Class V)
      4. Upholstery composites shall conform to BS 7176:2007 + A1:2011 (Medium Hazard)
      5. The seat shall meet the performance requirements of BS EN 16139: 2013 (Test level 3)
  32. **Under Desk Pedestal Requirements**
      1. The pedestal shall comply with the following standards:
         1. BS EN 14073-2: 2004
         2. BS EN 14073-3: 2004 and
         3. BS EN 14074: 2004

# **Specific Mandatory Requirements Lot 4**

* 1. This Lot is intended for the provision of High Density Steel Storage Furniture
  2. This section provides detail of specific mandatory requirements in conjunction with the general mandatory requirements in Section 5 that Suppliers shall fulfil in their entirety under Lot 4 in order to meet the requirements of this Framework Contract
  3. Specific goods and services not included in the prices in Framework Schedule 3 – Framework Prices may be agreed between the Supplier and the Buyer(s) and added to the Call Off Schedule 5 – Pricing Details. These Non-Core products will be offered to Buyer(s) at a discounted rate as per paragraph 5.8.2.1
  4. **Performance Standards**
  5. This section details the Lot specific technical requirements for ranges of trade pattern static and mobile storage systems
  6. The Buyer(s) may require the Supplier to provide evidence of test certificates showing conformity with Standards listed for all products in Lot 4. The Buyer(s) will stipulate this requirement at Call Off
  7. The Buyer(s) can decline all product ranges that cannot be supported with the required test certification
  8. **Test Requirements**
     1. **Steel bolted shelving**
        1. BS 826:1978 Specification for steel single tier bolted shelving (angle upright type) Office Storage
        2. BS 4875 – 7:2006 Part 7: Domestic and contract storage furniture – Performance requirements. Minimum requirement Test Level 4
        3. BS 4875 – 8:1998 Part 8: Methods for determination of stability of non-domestic storage furniture
     2. **Power Operated Racking**
        1. BS EN 15095:2007+A1:2008 Power-operated mobile racking and shelving, carousels and storage lifts. Safety requirements
     3. **Static and Mobile Racking**
        1. BS EN 14073-2: 2004 Office Furniture – Storage Furniture. Part 2: Safety Requirements
        2. BS EN 14073-3: 2004 Office Furniture – Storage Furniture Part 3: Test methods for the determination of stability and strength of the structure
        3. BS EN 14074:2004 Office Furniture - Tables and desks and storage furniture. Test methods for the determination of strength and durability of moving parts
  9. **Product Standards** 
     1. The Supplier shall ensure that its products conform to the recommendations of BS EN 16893:2018
     2. The Supplier shall ensure that the product satisfies The Machinery Directive 2006/42/EC and the Supply of Machinery (Safety) Regulations 2008
     3. Suppliers offering electrically operated systems shall ensure all products are CE marked and comply with the Electrical Equipment (Safety) Regulations 2016
     4. Suppliers should apply principles addressed within the SEMA (Storage Equipment Manufacturers Association) code of practice or similar to the design of mobile shelving systems
     5. Suppliers shall offer a range of shelving systems which satisfy performance requirements and test methods for structural safety and stability as specified within paragraph 10.8 Test Requirements
     6. Prior to purchase the Supplier shall ensure that the Buyer is provided with the appropriate information with regard to weights, loading, rolling point loads etc., to allow the Buyer to obtain structural clearance for the building
     7. Suppliers shall offer a storage filing survey for the repositioning or reconfiguration of new or existing storage in accordance with the Buyers requirements
  10. **High Density Static Racking**
      1. Suppliers shall offer a range of static racking solutions which satisfy performance requirements for structural safety in accordance with BS EN 14073-2: 2004. Methods of testing are described in BS EN 14073-3: 2004
      2. Suppliers shall offer static racking solutions to satisfy various height and width dimensions and finishes in accordance with Buyer requirements
      3. The Supplier shall ensure that static racking solutions are available with adjustable shelves
  11. **High Density Mobile Shelving**
      1. The Supplier shall offer a range of manually operated mobile shelving
      2. The maximum depth shall be three units deep
      3. The Supplier shall offer a range of mechanically assisted mobile shelving utilising a manual load linkage system to transmit an assisting force to the base. All chain drives shall be fully enclosed to prevent injury to the user
      4. Mechanically assisted mobile shelving shall utilise a hand crank mechanism or similar
      5. The Suppliers mobile racking solutions shall satisfy performance requirements for structural safety in accordance with BS EN 14073-2: 2004. Methods of testing are described in BS EN 14073-3: 2004
      6. The Supplier shall offer a range of power operated mobile shelving, utilising an electric power source to assist motion
      7. The Supplier shall offer electronically operated mobile shelving that satisfies structural safety requirements in accordance with BS EN 15095:2007+A1:2008
      8. Mobile shelving shall be fitted with a top retention bracket solution to prevent forward tipping of the shelving unit
      9. The Supplier shall offer mobile racking solutions to satisfy various height and width dimensions and finishes in accordance with the Buyer requirements
      10. Shelving solutions shall be offered with a variety of internal units, including but not limited to lateral filing rail, pull out suspension filing rail, adjustable shelves, and adjustable dividers
      11. The Suppliers mobile racking solutions shall be available with a locking mechanism
      12. The Suppliers mobile racking solution shall utilise surface mounted rails and/or flush mounted rails in accordance with the Buyer requirement
  12. **Rotary Storage**
      1. The Supplier may offer a range of rotary shelving which satisfy performance requirements for structural safety in accordance with BS EN 14073-2: 2004. Methods of testing are described in BS EN 14073-3: 2004
      2. Rotary units shall be mounted on a heavy duty rotary base and feature double sided shelving bays
      3. The Suppliers rotary shelving solutions shall be available with adjustable shelves
  13. **Gondola Shelving**
      1. The Supplier shall offer a range of gondola shelving which satisfy performance requirements for structural safety in accordance with BS EN 14073-2: 2004. Methods of testing are described in BS EN 14073-3: 2004
      2. The Supplier shall offer static racking solutions to satisfy various height and width dimensions and finishes in accordance with Buyer requirements
  14. **Accessories**
      1. The Supplier shall offer a range of accessories, including but not limited to file pockets, folders, and cardholders
  15. **Materials**
      1. The Supplier shall ensure that all materials are suitable for the purpose and shall conform to the British and European Standards, as outlined in paragraph 10.8 Test Requirements
      2. Products shall be manufactured from materials suitable for their intended use to ensure the finished product is durable, fit for the purpose and aesthetically pleasing
      3. The Supplier shall ensure that all fixtures and fittings have an anti-corrosive finish and shall be of an appropriate quality to ensure their function is consistent with the performance required
      4. All glass used in the furniture design shall satisfy requirements of the fragmentation test Clause 8.3 of BS EN 12150-1:2015
      5. All file pockets and folders shall be manufactured from legal and sustainable timber sources in accordance with UK Government Timber Procurement Policy and/or manufactured from 100% recycled timber
  16. **Construction**
      1. This section should be read in accordance with paragraph 5.9 of this General Specification
      2. All welding shall be free from distortion, oxidation arcing, blowholes or any other similar defects
      3. The size of weld shall be appropriate to the thickness of the work piece and strength for application
      4. All weld grinding and dressing shall be undertaken in a workmanlike manner to avoid impairment of the weld strength
      5. All notching shall fit accurately with mating components
      6. All flanges shall be smooth and free from any imperfections
      7. All burrs and sharp edges shall be removed from the finished product
      8. Shelving shall be manufactured from mild steel of appropriate gauge thickness for the weight loading offered
      9. Shelving bays shall to be constructed with 2 sidewalls, bolted back sheets and clipped adjustable shelves providing differing usable levels between the top and base and shall be secured using bolts of appropriate durability
      10. Mobile shelving bases shall be rigid and be sufficient to carry the load without deflection
      11. Mobile shelving products shall have a ground clearance of no more than 12mm between the mobile base underside and floor
      12. Each shelf should have a minimum uniform distribution load weight load capacity of 80kgs
      13. Mobile shelving bases shall be fitted with guidance wheels to maintain their position squarely on the rails. The wheel units and guide wheels shall not require maintenance over the expected product life
      14. Control hand wheels should be of a three spoke or similar design with central locking mechanism. The central locking mechanism shall incorporate a key locking facility to restrict access in accordance with the Buyers requirements
      15. All nuts and bolts used in the product construction shall be secured with either nyloc nuts, a thread locking compound or anti-vibration washers
      16. The product design shall incorporate buffers between each rack unit.
      17. All electrical installations on site shall be carried out by an Electrician qualified to IEE Regulations 17th Edition standard
  17. **Finish**
      1. This section should be read in conjunction with paragraph 5.34 of this General Specification
      2. Pigmented finishes shall satisfy the requirements of BS 3900 to comply with the following test Standards:
         1. Scratch test

BS EN 1518:2018 The finished panel shall withstand a needle weight of 3000g without penetration to the substrate

* + - 1. Cross cut test

BS EN ISO 2409:2020. The spacing of the cuts in each direction shall be 2mm. An adhesive tape, similar to sellotape, adhered to the surface by a firm even pressure and removed with a smooth action, manually or mechanically, at a rate 20 mm/s to 50mm/s. The test panel shall meet classification ”0”

* + - 1. Impact test

BS 3900, Part E3: 1973. Indentation to a depth of 2.5mm, coated surface uppermost, and no damage to the finish shall be seen

* + - 1. Bend test:

BS EN ISO 6860:2006, BS 3900, Part E11:2006 (conical mandrel). No loss of adhesion or cracking beyond 25mm from apex cone

# **11. Specific Mandatory Requirements Lot 5**

* 1. This Lot is intended for the provision of Deliverables to facilitate Buyers sustainability requirements for furniture fulfilment and/or sustainable disposal.
  2. This will include, but is not limited to:

Remanufacturing of own assets

Reuse of goods

Buying of remanufactured / sustainable furniture

MOD Repair and renovations (as per Annex H - Lot 5 MOD Repair and Renovations Technical Specification)

* 1. This section provides detail of specific mandatory requirements in conjunction with the general mandatory requirements in Section 6 that Suppliers shall fulfil in their entirety under this Lot in order to meet the requirements of this Framework Contract
  2. Specific goods and services not included in the prices in Framework Schedule 3 – Framework Prices may be agreed between the Supplier and the Buyer(s) and added to the Call Off Schedule 5 – Pricing Details
  3. The requirements in this Lot from section 11.7, should be read in conjunction with Annex H - Lot 5 MOD Repair and Renovations Technical Specification
  4. **General Lot Requirements for Remanufactured and Reused Furniture**
     1. Suppliers shall offer the provision of an office clearance service. The disposal of items shall include but not limited to:

Removal of all products for reuse (through donations, sales or redistribution within a Buyers locations)

Refurbishment and/or remanufacture

Recycling and sustainable disposal

* + 1. This service shall include certification of the end use of items. Sustainability data shall be reported to Buyers to contribute to their carbon net zero objectives
    2. Suppliers shall offer the provision of Design Services, Sustainability and Carbon Reduction consultancy advice, including but not limited to:
    3. Audits of existing furniture to optimise re-manufacturability and sustainability
    4. Review of new furniture specs to ensure second life use is fully considered
    5. Advice on carbon budgets and carbon reduction
    6. Information management to track furniture items, its history and sustainability
    7. Suppliers shall offer a remanufacturing service for Buyers existing furniture items, for uplift and return, meeting Buyer requirements.
    8. Suppliers shall have capabilities including: powder coating, spray painting, upholstering, polishing, CNC machining cleaning,

sourcing parts

* + 1. Suppliers shall offer a range of externally sourced furniture items that are fully remanufactured
    2. Suppliers shall offer a general furniture refurbishing and repurposing service for Buyer’s existing items, including but not limited to; reupholstering services, repairs to table tops, repairs to desking and components, repairing of loose joints, replacing of damaged or missing components, re-sizing desking
    3. To reduce product and carbon miles, Suppliers shall use the most carbon efficient process and location to conduct the required work, with a first option and consideration for in situ refurbishment, should this be the Buyer’s preference and if possible in the wider scheme of work
    4. Suppliers shall use a network of subcontractors to provide regional service where possible
    5. To ensure quality standards, refurbishments of technical nature shall be conducted from the closest hub location that the Supplier or its Key Sub-Contractor operates
    6. Suppliers may be required to offer Buyers the provision of an eMarketplace or portal solution in which to advertise surplus items and products to a community or pool of users or organisations, as per Buyer requirements. Buyers may use this eMarketplace to consider options before new furniture is required
    7. Supplier may provide as an option to Buyers, a range of furniture items, or the ability to provide furniture items as required, that are made from recycled post consumer waste items
    8. All products and services procured through Lot 5 shall be accompanied by certification to confirm carbon benefits achieved
    9. The Supplier shall ensure all items of furniture delivered, repaired, altered or remanufactured are asset tagged, in a discrete location on the item, in accordance with para 5.30
    10. The Supplier shall incorporate requirements of the latest legislation, particularly health & safety, in the process of repair and renovation
    11. All references made to British, European and International Standards shall be deemed to be the latest editions, it shall be the responsibility of the Supplier to ensure compliance with the latest standards and tests, manufacturing and product labelling criteria.
    12. The Supplier shall not vary or depart from that which is described in this specification without the prior consent in writing from the Buyer(s)
    13. The Supplier shall ensure that all work is undertaken to the Buyer(s) satisfaction. Any work undertaken deemed unsatisfactory by the Buyer shall be reworked to the appropriate standard at the Supplier’s expense
    14. The Supplier shall ensure that any items in the Supplier’s custody are insured (at full replacement value) against all risks (including loss or damage to the item being repaired)
  1. **General Requirements for MOD Repair and Renovation Services**
     1. Any Buyer requests for repair/renovation to Single Living and Mess and Barracks (SLA) and Antique Furniture Products will be classed as a special task. The Buyer(s) will raise a request for quotation via a Further Competition
     2. For the pricing for any repair and renovation of furniture products to be viable, the cost of repair will be lower than the price of a new product
     3. The Supplier shall monitor and track all items from initial item pick up to delivery of renovated products to Buyer(s) premises
     4. The Supplier shall ensure all repair and renovation work undertaken (including Antique restoration) is undertaken by suitably qualified personnel
  2. **Timber Renovation Requirements**
     1. The Supplier will be required to work with a range of timber materials including manufacturing boards, veneers, MFCs, solid timber and lippings
     2. The Supplier shall be required to use both traditional skills and modern methods to undertake:
        1. Repairing of loose joints
        2. Replacing of damaged or missing components
        3. Veneering and matching veneers and timbers
        4. Woodturning and Carving and
        5. Repairing or replacing Desk Leather/Vinyl
     3. All timber used in the renovation or repair of the products must be obtained from regions and countries that operate legal and documented long-term sustainability programmes
     4. Any particle board used in the renovation or repair of these products shall comply with the following requirements:
        1. BS EN 312:2010 Particleboards Specifications Type P2 - Requirements for boards for interior fitments (including furniture) for use in dry conditions and
        2. Class E1 formaldehyde release as specified in this standard
     5. Any MDF used in the repair and renovation of these products shall comply with the following requirements
        1. BS EN 622-5:2009 ‘Fibreboards Specifications Part 5 - Requirements for dry process boards (MDF) and
        2. Class E1 formaldehyde release as specified in BS EN 622-1:2003 Fibreboards Specifications Part 1 General requirements
     6. Repair to wood surfaces shall be, but not restricted to, the removal of scratches, dents, chips, watermarks and burns that can be undertaken to a professional standard
     7. Products with fractured components shall be considered for disposal if spare components are not available to make good of the item
     8. “Beyond Economic Repair (BER)” products may be used to provide spare parts. Where an item is deemed BER, a copy of Annex I - BER certificate shall be completed and provided to the Buyer
     9. In preparation, all fabric and fillings shall be removed from the item
     10. Old lacquer finishes shall be thoroughly removed from show wood (external surfaces) provided internal surfaces are not damaged or scratched
     11. All carcass and framed joints shall be closely examined, those found to be open or loose, shall be dismantled, rebuilt and re-glued where appropriate to provide a sound framework
     12. Screw fixed joints shall be sound. Fixing holes may be repaired by filling with a suitable timber plug, firmly bonded into position. All fixing screws and bolts are to be of correct length and where appropriate, their threads must be sufficient to properly fill the nuts, tee-nuts or threaded inserts
     13. Damaged areas are to be repaired, damaged or broken dowels, rails or tenons replaced. Missing or defective parts such as corner blocks and drawer stops are to be replaced
     14. Replacement of components through salvage shall be made where appropriate
     15. Surface damage to solid timber components of products may be removed by light skimming or abrading with any sharp arises softened. Small bruises in solid or veneer materials shall be removed using the steam heat method, care being taken to ensure the bond between veneer and substrate is not affected. Deep indentation shall be made good with either solid or veneer inserts of suitable shape, colour and grain match, closely fitted and firmly bonded into position. A suitable hard stopping may only be used to fill very minor cracks or holes
     16. After filling, show wood surfaces shall be ‘sanded’ smooth ready to accept the lacquer finish
     17. When surfaces require re-veneering, “Rift”, “Quarter” or “Through” cut veneers either book matched or slip matched shall be used with all veneers trimmed to exclude sap
     18. All surfaces shall be finished with a clear lacquer to give a natural appearance
     19. All hardware (handles and locks etc.) shall be removed prior to sanding, finishing work
     20. All re-assembled and renovated/repaired items shall stand square and rigid with gap free joints; drawers and doors shall be fitted correctly and function smoothly with minimum parallel and aligned clearance
     21. All screw fixings shall be tight and sound
     22. Final polishing is to be executed sympathetically.
     23. The Supplier is to have the capability of applying:
         1. Modern nitro-cellulose finishing or water-based finishing;
         2. Colour stain matching,
         3. Reviving existing finishes
         4. Retaining patination and
         5. French and Wax polishing
     24. Products with timber finishes such as Afrormosia, Mahogany, Rosewood and Oak shall be re-finished using modern clear A/C wood finishes
     25. Products featuring simulated finishes such as Rosewood or Mahogany stain on Oak shall be recreated using an appropriate stain then re-finished using clear wood finishes
     26. When the Buyer requests matching to an existing item, the Supplier may be expected to provide stained and finished boards so that approval can be provided in advance to any repair and renovation work
     27. All finished surfaces shall be smooth and free from extraneous material and crazing
     28. Fittings and components previously removed shall be cleaned and re-attached
     29. Those that no longer function shall be replaced with new
  3. **Upholstered Furniture Renovation Requirements** 
     1. All existing upholstery material shall be removed and replaced with new compliant materials including foams and interliner (if appropriate). The fabric removed shall be replaced with similar fabric. All fabrics must comply Section 7 of Annex H - MOD Repair and Renovation Technical Specification
     2. The Supplier is to have the following upholstery capabilities/services:
        1. Modern & Antique Furniture Upholstery
        2. Refilling cushions with a variety of fillings
        3. Fitting of replacement springs and spring units
        4. Supplying and fitting of replacement castors and castor blocks
        5. Minor cosmetic reupholstery when fabrics are damaged, including burns
        6. Replacing broken or damaged buttons on Chesterfields suits and
        7. Fitting of trims, valances and the re-stitching of seams and piping
     3. Frames shall be renovated in accordance with paras 11.8 and 11.9 of the Specific Mandatory Requirements for Lot 5
     4. Each product shall be renovated with due regard to the original process employed. All seats shall be removed and replaced using new webbing/springing, including spring units, spring canvas, scrim and cotton felt/wadding
     5. All upholstery shall be accurately and neatly fitted with staples fully driven home
     6. Raw edges must be turned under a minimum of 10mm and secured at 20 mm centre
     7. Staples shall be positioned so that wherever possible they will be concealed
     8. Defective springing, slack webbing and canvas shall be replaced
     9. Foam shall be of similar size to the original and fabricated to achieve the correct final dimensions after normal compression in covering. Foam units on rigid bases shall be securely bonded to the base
     10. Foams shall conform to BS 3379: 2005 + A1:2011 (Severe), chair seats (Very Severe)
     11. Upholstered composites shall conform to BS 7176: 2007 + A1: 2011 (hazard Level Medium, occasionally Hazard Level High)
     12. Foam pads shall be made 5mm larger all round than their wooden bases and must be positioned to ensure that the cover is protected from sharp edges. Pads must be securely bonded to their bases with compatible adhesive
     13. Loose seats and stuff-over chairs shall have a minimum of 3 x 3 webs. Sprung seats shall be webbed to ensure bottom coil of spring is supported by 4 interlaced webs
     14. Seat webs shall be spaced within a maximum distance of 75mm between webs. Back webs shall be spaced with a maximum distance of 100mm between webs. Replacement suspension system shall be fitted in accordance with the manufacturer’s instructions, rubber webbing to be spaced identical to the original design
     15. The ends of feet and hollow components shall be closed or capped. Where caps are used they must have an interference fit and not be vulnerable to accidents or deliberate removal
     16. Whilst all fully upholstered products are to be covered with the prescribed fabric, those products for use with stretch or tailored loose covers are be covered with a Fire Retardant “Schedule 3” Interliner conforming to Table C of the Specific Mandatory Requirements for Lot 5
     17. Fire Retardant Schedule “3” interliner shall be a dark blue/black and the covering must be fitted with the warp vertical on backs and running from front to back of seats and arms
     18. The following section relates to the renovation of Divan Bases
     19. Damask or woven ticking shall be in accordance with BS EN 14976:2005
     20. All existing upholstery material shall be removed and replaced with new compliant materials
     21. Best practices shall be adopted in the re-upholstery of the divan bases. The renovated divan base shall be free from loose ends of sewing, protrusions of material or fastenings which may cause injury or discomfort
     22. To replace and repair broken internal struts were possible; to ensure the strength and durability of the divan bed is maintained
     23. When renovated, the divan bases shall comply with: BS 7177:2008 + A1:2011 (Medium Hazard)
  4. **Metal Product Renovation** 
     1. This section covers the renovation of products manufactured from metal or products that have metal frames or components
     2. All fabric and fillings shall be removed from upholstered products. Where applicable, timber platforms shall also be detached from frames
     3. Before any welding is undertaken dents shall be panel beaten out. Sheet surfaces shall be left level and flat, requiring the minimum amount of compound filling. Small perforations and dents that cannot be beaten out shall be filled using compound filler
     4. Broken or weak welded joints shall be cleaned, correctly aligned and re-welded. Welds shall have full penetration, be neatly executed, free from holes and spikes and dressed smooth
     5. Fittings and mechanisms shall be inspected, cleaned and if required lubricated. Where practicable, fittings shall be repaired and restored to near original condition. Threaded inserts and studs shall be inspected and if not fully functional, replaced, all fixing screws and bolts are to be of correct length and where appropriate, their threads must be sufficient to properly fill the nuts, tee-nuts or threaded inserts
     6. Defective locks, mechanisms shall be replaced
     7. Painted surfaces shall be degreased, loose paint and corrosion removed, and surfaces cut back to receive the final finish. Existing finishes may remain provided they are sound & flat
     8. All metal work shall be completely free from rust and scale and properly degreased and phosphated prior application of the final surface finish to ensure good adhesion of the final stove enamelled or epoxy-powder powder coated finish
     9. Before the application of any new paint, re-assembled products shall be checked for alignment, rigidity and safety
     10. The bottom of all steel carcasses furniture shall be prepared to prevent damage to floors
     11. Re-finished containers including internal fittings such as shelves shall be coated inside and out. Components with electroplated surfaces shall be removed or masked (as appropriate) before application of coatings
     12. Fittings and components previously removed shall be reattached after refinishing
     13. In order to achieve the strength of bond required, the coating (powder or enamel) shall be applied in a factory environment and require stoving
     14. The Buyer shall determine the choice of colour for re-finishes
     15. The surface finish shall be non-reflective, flat, smooth and free from any imperfections with high durability and resistance to impact and abrasion
     16. The paint finish shall have a low and consistent level of gloss and the finish shall meet the performance requirements of Table A
  5. **Marking and Repackaging of Renovated Items** 
     1. The Supplier shall ensure that product marking is present after renovation
     2. Product marking shall be applied in such a way as to be difficult to remove. Permanent printing on a label, sewn, stapled or rigidly fixed may be used
     3. Upholstery products shall be marked by means of a secure printed linen label
     4. Product marking shall include
        1. Supplier name
        2. Product Code
        3. NATO Stock Number
        4. Date of manufacture/supply/renovation
        5. Guarantee Period
        6. Batch number and
        7. Chain of custody (where appropriate)
     5. In addition for upholstered products the marking shall include the BS 7176:2007 + A1:2011 (Medium Hazard) or BS 7177:2008 + A1:2011 (Medium Hazard) flame retardancy rating that the product complies with the “Carelessness Causes Fire” warning swing ticket
     6. Regarding packaging all products shall be packed and protected to ensure delivery to the final destination in an undamaged condition. For delivery with installation orders this protection may be provided by means of blanket wrapping, for delivery only orders a commercial trade package shall be required
  6. **Performance Standards for Finishes and Fabrics**
     1. Detailed below are the performance criteria for Surface Finishes (Metal & Timber) and Upholstery Fabrics

|  | Surface Finish - Metal |  |
| --- | --- | --- |
| Table A | Standard | Performance |
| i | BS EN ISO 1518‑1:2019 | Scratch: 3000g Load |
| ii | BS 3900 Pt E3:1973 | Impact: Indentation 2.5mm |
| iii | BS 3900 Pt E11:2007/BS EN ISO 6860:2006 | Bend: 25mm from apex |
| iv | BS 3900 Pt E6:2006/BS EN ISO 2409:2013, Clause 6 | Cross Cut Classification O |

|  | Upholstery Fabric Type - Velour | |  |
| --- | --- | --- | --- |
| Table B | Test | Standard | Performance |
| Fabric Classification | BS 2543:2004 | Severe Contract |

|  | Upholstery Fabric Type - Interliner | | |
| --- | --- | --- | --- |
| Table C | Test | Standard | Performance |
| Flammability (preferably inherently Fire Retardant | The interliner shall conform to Schedule 3 of the Furniture (Fire) and (Safety) Regulations 1988 (1989) (1993).  BS 7176:2007 + A1:2011– Medium Hazard | |

|  | Upholstery Fabric – Vinyl | |  |
| --- | --- | --- | --- |
| Table D | Test | Standard | Performance |
| Flammability (preferably inherently Fire Retardant | BS 7176:2007 + A1:2011 | Medium Hazard |

|  | Upholstery Fabric Type - Plain | |  |
| --- | --- | --- | --- |
| Table E | Test | Standard | Performance |
| i | Fabric Classification | BS 2543:2004 | Severe Contract |

* + 1. Fabric and Colour Chart Guide. Colours available in Camira fabric Xtreme or similar, Panama (YS078), Curacao (YS005), Havana (YS009)
    2. Chieftain fabrics Just Colour Vinyl or similar, Sapphire Blue, Cobalt, Mulled Wine
    3. Agua Libra -Velour or similar, Tan, Claret, Midnight

1. [The Social Value Act](https://www.legislation.gov.uk/ukpga/2012/3/contents); the [Procurement Reform Scotland Act](https://www.legislation.gov.uk/asp/2014/12/contents) and the guidance in the [Welsh Community Benefits guidance](https://gov.wales/topics/improvingservices/bettervfm/publications/community-benefits-2014/?lang=en) [↑](#footnote-ref-0)