

# ORDER FORM

## FROM

<b>Authority</b>	Secretary of State for Environment, Food and Rural Affairs
<b>Address</b>	Defra Group Commercial Room 401, Foss House 1-2 Peasholme Green York YO1 7PX
<b>Contact Ref:</b>	[REDACTED] [REDACTED]
<b>Order Number</b>	Project 31692
<b>Order Date</b>	15/01/2020

## TO

<b>Contractor</b>	Livetec Systems Ltd
<b>For attention of:</b>	[REDACTED] [REDACTED] [REDACTED]
<b>Address</b>	Livetec Systems Ltd Building 52, Wrest Park Silsoe Bedford MK45 4HS

### 1. SERVICES REQUIREMENTS

#### (1.1) Services and deliverables required:

Call of under the Poultry Culling Framework (Project Reference 29395, ecm\_59598):

#### Lot 4 – Maintenance of APHA Operated CGUs

Maintenance of APHA CGUs as the Aston Down site, and supply of equipment including Broiler & Turkey modules, Smart Meters and Gas Regulators. Full requirement set out in Annex B.

**(1.2) Commencement Date:** 25/01/2021

**(1.4) Completion Date:** 31/03/2021

### 2. PERFORMANCE OF THE SERVICES [AND DELIVERABLES]

#### (2.1) Key Personnel of the Contractor to be involved in the Supply of the Services

[REDACTED]  
[REDACTED]  
[REDACTED]

#### (2.2) Performance Standards

To the standards as set out in the framework agreement.

<p><b>(2.3) Location(s) at which Services are to be provided &amp; Goods to be Delivered:</b></p> <p>Aston Down Wildlife Facility  Aston Down  Stroud  Gloucestershire  GL6 8GA</p>

<p><b>3. PRICE AND PAYMENTS</b></p>
<p><b>(3.1) Contract Price payable by the Authority/Contracting Body (excluding VAT, payment profile and method of payment (e.g. Government Procurement Card (GPC) or BACS))</b></p> <p>The total price for the supply of Services &amp; Goods will be £80,220.50 (excluding VAT)</p> <p>All prices are shown in £ Sterling (GBP). Full breakdown of costs in Annex A.</p>
<p><b>(3.2) Invoicing and Payment</b></p> <p>All invoices should be sent, quoting a valid purchase order number (PO Number), to: Accounts-Payable.ap@sscl.gov.uk or Shared Services Connected Limited, PO Box 790, Phoenix House, Celtic Springs Business Park, Newport, Gwent, NP10 8FZ. Within 10 Working Days of receipt of your acceptance of this letter via Bravo, we will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.</p> <p>To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and telephone number) of your Customer contact (i.e. Contract Manager). Non-compliant invoices will be sent back to you, which may lead to a delay in payment. If you have a query regarding an outstanding payment please contact our Accounts Payable section either by email to Accounts-Payable.ap@sscl.gov.uk or by telephone 0845 603 7262 between 09:00-17:00 Monday to Friday.</p>

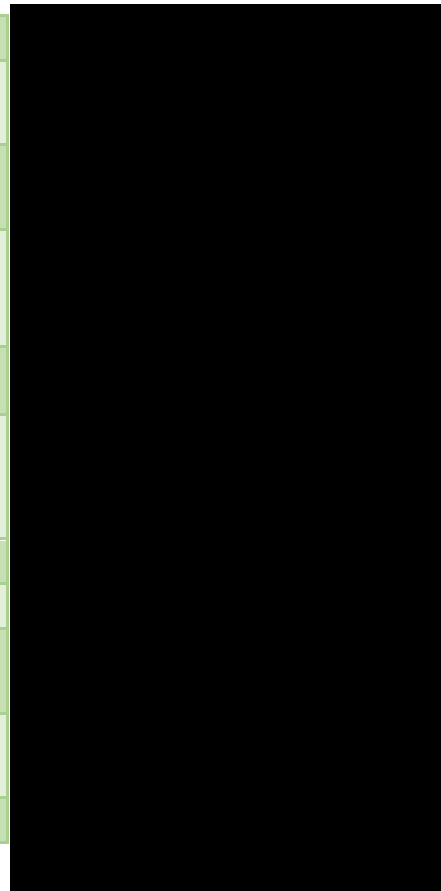
We thank you for your co-operation to date and look forward to forging a successful working relationship resulting in a smooth and successful supply of the Services. Acceptance of the award of this contract will be made by electronic signature carried out in accordance with the 1999 EU Directive 99/93 (Community framework for electronic signatures) and the UK Electronic Communications Act 2000. Acceptance of the offer comprised in this Agreement must be made within 2 days from the date of this Call Off and the Agreement is formed on the date on which the Provider communicates acceptance on the Customer's electronic contract management system ("Bravo"). No other form of acknowledgement will be accepted. Please remember to quote the reference number above in any future communications relating to this contract.

<b>FOR USE BY APHA FINANCE TEAM ONLY</b>		
Category:		VAT Code
Cost Centre Code:		Objective:
Account and Sub Account Code:		Project Code:
Requisition Raised By:		Requisition Number:
Purchase Order Number:		Receipt Number:

## Annex A – Price Breakdown

### Maintenance Requirements

Maintenance Description
Onsite repairs to CGUs as detailed in Annex B.
Onsite leak testing of up to 10 units, including provision of gas
Repairs to Units 5, 6, 19 – Damaged hinge and edge sealant replacement
Installation of windows
Bungs for exhaust vents (min 50)
Spare Sealant for minor repairs
Existing Regulator Upgrade
5 metre Low Pressure (20bar) ½ inch black rubber hose with high flow quick connect fittings
Transportation costs for off-site maintenance
<b>Total Cost</b>



### Equipment Requirements

Item	Part Num / Description
Marel Broiler Module *	A5008 4L4 Container
Marel Turkey Module *	A5504 3LK Container
Marel Module Delivery & Clearance per load	Incoterms DDP to APHA Aston Down single drop (20 modules per load)
Livetec Smart Meter Model 1000A	Smart meter
Gas Regulator	HF35 High Flow Regulator Assembly 0-10 bar with 1/2 quick connect outlet
<b>Total Cost</b>	



## **Annex B – Maintenance Specification**

Livetec were commissioned by APHA to carry out an inspection of 8 of their Containerised Gassing Units (CGUs) which had been considered non-operational along with poultry transport modules and associated equipment, stored at Aston Down and provide advice on repairs and maintenance requirements.

### **General Comments**

At the last inspection in August 2018, it was highly recommended that the units were stored undercover, this has now been completed and as of a couple of months ago the units are now stored in a purpose build shed. However, the 8 units inspected, plus an additional 2 which remained in the car park, were still outside and 4 contained a considerable amount of rainwater and other contamination when opened and this will have contributed to their poor internal condition. Even the units now stored in the new barn will have suffered from adverse storage conditions.

### **Chambers**

#### ***Internal condition***

A number of units were taken away for repairs last year, in doing so we discovered that when originally constructed the chambers were not seam welded but simply tack welded and then sealed with a rubberised waterproof sealant before painting. The original sealant is now deteriorating and will require replacement. The units that were refurbished last year had the sealant replaced and over painted but are exhibiting signs of mould growth and rust staining. The mould and rust is caused by water ingress to the units through the exhaust vents, increasing the humidity. These units will need to be thoroughly pressure washed internally before re-inspection and storage in the new barn in the dry to prevent further deterioration.

It is recommended that plastic bungs are provided for the exhaust ports so that there is no further chance of rainwater ingress, for instance when in transit. Where doors have been kept tightly closed there is compression and tear damage to the seals, therefore a number will need replacing.

When seals are replaced they will be applied to the door rather than the frame as previously recommended. It is also recommended that 2 complete replacement seals be kept in the site kits in case of damage on site. AM also indicated that a 6 further CGUs could have windows added, these works would have to take place off site.

Unit	Condition	Repairs required	
5	Corrosion on floor, hoses and walls show mould growth and staining. Door hinge dropped	Cleaning, to reveal extend of corrosion, replace bent door hinge	Requires off site work
7 (SM)	Interior contaminated with rabbit carcasses – requires cleaning and disinfection prior to full inspection – door seal damaged	Minimum replacement door seal	
9 (W, SM)	Corrosion on floor, hoses and walls show mould growth and staining	Cleaning, to reveal extend of corrosion	On site
10 (W,SM))	Full of water, hoses and walls show mould growth and staining	Cleaning, replace door seal	On Site
15	Door seal damaged, internal pipes mould growth	Cleaning, replace door seal	On Site
20 (W, SM)	Full of water, mould growth,	Cleaning and reinspection	On site
23 (W, SM)	Unit was original prototype and slightly different design to others. Some corrosion and warping at front edge of door, damage to door seal.	Sealant required at front top edge and replacement door seal	On site
25 (W, SM)	Corrosion on floor, mould growth on pipes and edge seals	Cleaning, to reveal extend of corrosion	On site
6	Edge sealant flaking, corrosion/rust staining	Top internal sealant required	Off site
19	Edge sealant flaking, corrosion/rust staining	Top and bottom edge sealant required.	Off site

**Notes:** (W) indicates Window fitted, (SM) indicates adapted for Smart O2 Meter

Units 6 and 19 were additional to the original RFQ

Replacement of edge sealant (6 & 19) requires corrosion and paint removal and surface preparation.

### Onsite leak testing of units

It is recommended that units that are considered fit for operation, or on completion of repairs, should be leak tested. This will involve running a full cycle with gas and ensuring that it holds at the set oxygen level for at least 3 minutes.

### Marel (formerly Stork) GP Modules

One of the modules requires repairs to the top fixed and sliding lid. APHA hold enough spare parts for this to be completed by our technicians. The GP modules are vulnerable to damage when rotated and shaken at height over the disposal bulker.

Marel are phasing out the GP system and in time will be replaced by their new Atlas system which does not tip to empty. It is advisable to secure replacement modules and spares as soon as possible. Whilst they will be servicing existing customers, they will be focusing on new processing plants to be switched over to the Atlas systems and therefore the GP modules will become more scarce.

It would also be advisable to take a set of module spares to any operational site to facilitate immediate repairs during a depopulation.

### **Regulators and hoses.**

One regulator needs to be adapted to remove the flow restrictions observed reported previously. The regulators reach their end of life in 2022, consideration should be given to staggering the replacement.

AM indicated that equipment was sought to run a further 6 CGUs (3 pairs), these would require windows fitting and additional regulators and hoses.

Low pressure hoses are in good condition, however it would be advisable to purchase replacements on a rolling programme as they should be replaced after 5 years, rather than waiting for them all to reach their end of life date at once.