

TECHNICAL STATEMENT OF REQUIREMENT

1. Product Quality

The Contractor will need to submit –

1.1 Manufacturing Method Statements to include –

Bulk Automotive Diesel (MT Dieso) – General Purpose to BS EN 590:2013+A1:2017 (or any superseding issue).

Bulk Fuel Oils for Domestic & Industrial Engines and Boiler (Fuel Furnace Oil – Gas Oil) to BS 2869:2017 A2 (or any superseding issue).

Jet A1 – Aviation fuel type Jet A-1 which at all times accords with the specifications set out in the latest issue of British MOD Def Stan 91-091 (latest issue) for Jet A-1 and ASTM D1655-08a for Jet A1.

1.2 A Quality Plan to include the following accreditations –

ISO 9001 – Quality Management System.

ISO 14001 – Environmental Management System.

2. Volumetric Requirements

2.1 Estimated annual and volumetric requirements are listed within the Schedule of Requirements (Schedule 2).

2.2 Due to the nature of MOD business, a guaranteed fuel supply is an essential requisite in maintaining sufficient stock levels, in support of Operational output and training requirements. A commitment statement is required outlining the method in which urgent fuel requirements would be met and maintained, for what could be an indefinite period of time within the contracted period.

2.3 For a 3 month period every year, deliveries of Diesel are required by cross-bulking from the Contractor's vehicle to a MOD bowser. The quantity of Diesel required shall be between 3000 to 5000 ltrs per delivery. The Contractor will require either a female Yankee or Avery Hardoll coupling to make the connection. Furthermore, once the 3 month period is known the Contractor will be notified well in advance. The Contractor will need the capability to react to a 24 hours notice to deliver and on occasions a "Second Delivery" will be required the same day.

3. Delivery Requirements

3.1 Road delivered fuel is to be delivered within 48 hours from date of order. Delivery details are outlined at Appendix 2 to SC2 Annex A Technical Statement of Requirement, unless otherwise stated receipt times are 0730 – 1600 Monday and 0730 – 1300 Tuesday – Friday. Additional bids outside these restrictions will be considered by the Designated Officer (DO) or Authorising Representative (AR), if in support of Operational output and training requirements. All other bids will be considered if they offer value for money, when additional costs have been evaluated by the DO or AR.

3.2 The Contractor shall ensure that all delivery vehicles are fitted with serviceable-calibrated discharge flow meters, so that delivery quantities can be monitored.

3.3 The Contractor's vehicles shall be fitted with the necessary equipment to ensure delivery to Mount Olympus (Troodos Station) areas in winter conditions.

3.4 To ensure electrical continuity between the Bulk Fuel Carrying Vehicle (BFCV) and the installation, all BFCVs that deliver fuel into kerbside pump installations, shall possess a bonding cable and clip.

3.5 The Authority may have a requirement for ex-works uplift at the Contractor's installation in bulk or jerricans. the DO or the AR will email the Contractor directly detailing the requirement giving 2 days notice prior to the ex-works uplift. The Authority shall supply the requisite number of containers to meet the requirement. but the Contractor shall be responsible for issuing the fuel into the jerricans or bulk fuel containers provided.

4. Transfer of Product between MOD Sites

For inter-unit transfers the Authority may require the Contractor to move all fuel types between Akrotiri, Episkopi, Dhekelia (including Kingsfield airstrip), Ayios Nikolaos and Troodos. The Contractor's road tanker shall have a serviceable-calibrated flow meter to cross bulk into another Bulk Fuel Installations. The DO or the AR shall give the Contractor at least 48hrs notice via email for each transfer request.

5. Health & Safety and Environmental Management

The Contractor is to be compliant with the Safety, Health & Environmental Legislation and Policy at Appendices 1, 2 and 3 to SC2 Annex A, when operating on the Sovereign Base Areas.

6. Management Information

6.1 The following management information should be provided on request or when updated by the Contractor:-

- a. Volumes uplifted
- b. Payments received-outstanding
- c. Health and safety statistics appropriate to the Contract
- d. Environmental management statistics appropriate to the Contract including spillage incident reports & equipment failures
- e. Product quality certification
- f. Timeliness of delivery
- g. Agreed performance indicators based upon the above (to be mutually agreed post Contract award)

All reports must be provided electronically, in a format that can be accessed by Microsoft Office 2016.

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ANNEX A to TECHNICAL STATEMENT OF REQUIREMENT
FUEL SPECIFICATION

PDF

DEF STAN 91 091
Issue 11

Bulk Automotive Diesel (MT Dieso) must meet the British Standard –
BS EN 590:2013+A1:2017 (or any superseding issue).

Bulk Fuel Oils for Domestic & Industrial Engines and Boiler (Fuel Furnace Oil – Gas Oil) must meet the British
Standard –
BS 2869:2017 A2 (or any superseding issue).

JET A1 Fuel Specification is attached in PDF Format.

APPENDIX 1 to TECHNICAL STATEMENT OF REQUIREMENT - HEALTH, SAFETY AND ENVIRONMENTAL PROTECTION IN DEFENCE

Defence policy for health, safety and environmental protection (DSA) 1

HEALTH, SAFETY AND ENVIRONMENTAL PROTECTION IN DEFENCE

Policy Statement by the Secretary of State for Defence

1. I make the following Policy Statement for all health, safety and environmental protection (HS&EP) matters in Defence because, as Secretary of State, I am answerable to Parliament for such matters and to comply with a requirement of the Health and Safety at Work etc. Act. In doing so, I emphasise the importance which I attach to the health and safety of those who deliver Defence activities (including the Armed Forces, MOD civilians and contractors where Defence owes a legal Duty of Care) and those who may be affected by Defence activities and to the protection of the environment. **This Policy Statement is a commitment of my personal leadership in this area and I rely on all those also in leadership roles to ensure my policy is applied throughout Defence.**

GENERAL DUTIES

2. I require that:
- a. We minimise work-related fatalities, injuries, ill-health and adverse effects on the environment, and we reduce health and safety risks so that they are as low as reasonably practicable (ALARP).
 - b. Within the United Kingdom (UK) we comply with all applicable HS&EP legislation.
 - c. Overseas we apply our UK standards and arrangements where reasonably practicable and, in addition, respond to host nations' relevant HS&EP expectations.
 - d. Where Defence has exemptions, derogations or dis-applications from HS&EP legislation, we maintain Departmental arrangements that produce outcomes that are, so far as reasonably practicable, at least as good as those required by UK legislation.
 - e. Those of us in positions of management or command, from the Defence Board downwards, lead by example on HS&EP by giving it the priority it deserves and maintain a climate that promotes a safety culture where everyone is empowered to contribute to HS&EP objectives.
 - f. We take reasonable care of the health and safety of ourselves and others who may be affected by our acts or omissions at work, we protect the environment and we co-operate with arrangements that are in place to enable us to discharge the duties placed on us.

GOVERNANCE

3. As the Department's most senior official for HS&EP matters, the Permanent Secretary (Perm Sec) is to ensure that effective management arrangements are in place to achieve compliance with this Policy Statement, which may be amplified as appropriate, drawing on advice as necessary from across the Department. The Perm Sec is to include HS&EP performance in the Department's holding-to-account process.
4. I appoint Director General Defence Safety Authority (DG DSA) by Charter to provide me with independent assurance that my policy is being promoted and implemented in the conduct of Defence activities. This is achieved through 3 distinct functions; as Regulator of compliance with my policy where Defence has authority; Investigator of safety-related accidents, incidents and near misses; and, as Defence Authority in setting policy and assuring standards. In this respect, I require DG DSA to produce an Annual Assurance Report (AAR) for my consideration and by the Defence Board.
5. I require each the Top Level Budget Holder (TLBH) or Chief Executive of a Defence Executive

Agency (CDEA) to set down and implement HS&EP management arrangements through a Safety and Environment Management System (SEMS) for activities in his/her Area of responsibility (AoR) and ensure that commanding officers and managers to whom he/she may delegate HS&EP authority are competent and have adequate resources at their disposal.

6. Where a Defence activity leads to a Risk to Life that requires management through enhanced safety management arrangements, I require the TLBH or CDEA to be appointed as the Senior Duty Holder (SDH), in addition to his/her legal HS&EP responsibilities. If an SDH considers that a risk from a Defence activity cannot be mitigated so that it is ALARP, he/she is to refer it to me.

7. Any TLBH or CDEA proposing organisational change, where there is potential for significant impact on HS&EP standards and performance, is to ensure that, before being implemented, the impacts of the proposed change are properly assessed through an Organisational Safety Assessment (OSA) in order to demonstrate that any detriment to these standards and performance are mitigated to ALARP.

8. The detailed organisation and arrangements that amplify this Policy Statement are to be set out in policy requirements, Defence Regulations and guidance produced by DG DSA.

REVIEW AND AMENDMENT

9. This policy remains in effect through any changes of the Secretary of State, PS or DG DSA. I require DG DSA to maintain my policy's alignment to any relevant changes in legislation or Defence governance arrangements. He/she may propose amendments at any time, consulting with the Perm Sec and Defence Safety Committee (DSC). I will review this policy at least every fifth year.

SECRETARY OF STATE FOR DEFENCE

APPENDIX 2 to TECHNICAL STATEMENT OF REQUIREMENT - DEMANDING OFFICERS

RECEIVING UNIT - DELIVERY ADDRESS	REMARKS (Subject to change)
SNCO IC Ground Fuels Section Supply Squadron COSU RAF Akrotiri	[REDACTED]
QM Department Episkopi Support Unit	[REDACTED]
QM Department Dhekelia Garrison	[REDACTED]
QM Department JSSU Ayios Nikolaos	[REDACTED]
RQMS Troodos Station	[REDACTED]

**APPENDIX 3 to TECHNICAL STATEMENT OF REQUIREMENT - JSP 375
HEALTH & SAFETY HANDBOOK**

COPY AVAILABLE ON REQUEST

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[REDACTED]	[REDACTED]

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