



Guidance

The menu is a tool which is used by the Client to identify conditions that apply to specific contracts and communicate these conditions to the Supplier.

How to complete the menu

1. The Client evaluates the scope of work and enters 'Y' or 'N' in the 'Identified by the Client' column of the menu against each condition selected as applicable or not applicable to the Contract. In the 'Other documents / comments' column the Client can make references to other documents which are supplementary information which is available although not contained within the QUENSH manual but should be considered by the Supplier when they review the conditions. Copies of any additional documents identified in the menu shall be made available to the Supplier. All documents referenced in the Menu shall be current issue, unless otherwise advised. This column can also be used to communicate information (comments) to the Supplier which may be of use to the Supplier when reviewing the conditions.
2. The Client fills in 'Client menu (Invitation to Tender)' section on the last page of the menu and issues the menu as part of the ITT.
 - (1) The Supplier receives the ITT, evaluates the scope of work and, as a requirement of the tendering process, inserts 'Y' or 'N' in the 'Identified by the Supplier' column of the menu against each condition selected as being applicable. These selections may be different from those identified by the Client. Where the Supplier's selection differs from the Client's selection, a clear explanation of the reason for these differences shall be given by the Supplier. A reference to these explanations shall be put in the 'Reference to explanation' column on the menu.
 - (2) The Supplier representative signs and dates the 'Supplier menu (Tender)' on the last page of the menu and submits it with the tender, for consideration by the Client.
 - (3) Differences in the Client and Supplier menu selections will be discussed and resolved with the Client at subsequent tender review meetings. The agreed final version of the menu selections shall form a mandatory part of the Contract and shall be complied with by all Suppliers and their sub-contractors.
 - (4) The menu shall be subject to project version and document control.

Queries on the menu

Any queries in relation to the Contract QUENSH Conditions selected on the menu are to be referred to the Client representative, see contact details/address on last page of the menu.



Contract menu

Requirements in QUENSH

Applicable requirements identified by Client		Other documents / Comments	Y / N	Agreed? Y / N	Identified by Supplier Reference to explanation
Section	Topic				
4	Agreement of the applicable QUENSH contract conditions				
5	Supplier's selection of sub-contractors		Y	Y	
6	Identification of Safety Critical Activities		Y	Y	
7	Works Environmental Management		Y	Y	
8	Emergency Plan		Y	Y	
9	Method Statements		Y	Y	
10	Health, Safety and Environment File		Y	Y	
11	Pre-start LU health, safety and environment meeting		Y	Y	
12	Supplier's site induction		Y	Y	
13	Site Person in Charge		Y	Y	
14	Staff requirements		Y	Y	
14.1	Behaviours		Y	Y	
14.1.1	Alcohol and drugs		Y	Y	
14.1.2	Control of hours worked		Y	Y	
14.2	Knowledge		Y	Y	
14.2.1	English language		Y	Y	
14.2.2	Access Card and Worksite Briefing		Y	Y	
14.2.3	Visitors to sites		Y	Y	
14.3	General competence		Y	Y	
14.3.1	Evidencing competence of safety critical staff		Y	Y	
14.3.2	Identification of safety critical staff		Y	Y	
14.3.3	Competent external safety critical personnel		Y	Y	
14.3.4	Training		Y	Y	
14.3.5	Asset specific competence		Y	Y	
14.4	Medical requirements		Y	Y	



Applicable requirements identified by Client				Identified by Supplier	
Section	Topic	Other documents / Comments	Y / N	Agreed? Y / N	Reference to explanation
14.5	Identification of Suppliers staff		Y	Y	
14.6	Clothing		Y	Y	
15	Permits and licences		Y	Y	
15.1	LU specific permits and licences		Y	Y	
15.2	Permits, licences and certificates for Supplier's staff		Y	Y	
16	The Principles of Access		Y	Y	
16.1	Introduction		Y	Y	
16.2	Access to Stations		Y	Y	
16.3	Access to Track		Y	Y	
16.4	Access to depots		Y	Y	
17	Applying for Planned Access		Y	Y	
17.1	Introduction		Y	Y	
18	Applying for General Access		Y	Y	
18.1	Constraints that apply to Generic Access		Y	Y	
19	Access for fault repair		Y	Y	
20	Operational Assurance		Y	Y	
21	Closures and possessions		Y	Y	
21.1	Requirements for closures		Y	Y	
21.2	Requirements for possessions		Y	Y	
22	Controls at point of access		Y	Y	
22.1	Publication of works		Y	Y	
22.2	Checks at point of access		Y	Y	
22.3	Signing-on with the Station Supervisor		Y	Y	
22.4	Track specific requirements		Y	Y	
22.4.1	Person providing protection		Y	Y	
22.4.2	Possessions		Y	Y	
23	Removal of supplier's personnel from LU Premises		Y	Y	
24	Incidents		Y	Y	
25	Notification of regulatory concern or action		Y	Y	
26	Confidential Incident Reporting and Analysis System (CIRAS)		Y	Y	



Applicable requirements identified by Client			
Section	Topic	Other documents / Comments	Identified by Supplier
			Agreed? Y / N Reference to explanation
27	Monitoring		Y
27.1	LU inspections		Y
27.2	Monitoring the supply chain		Y
27.3	Health, safety and environmental surveillance by the supplier's personnel		Y
27.4	Work location inspection and audit		Y
27.5	Timescales for rectifying non-compliances		Y
28	Radio transmitters and transceivers		Y
29	Mobile phones		Y
30	Knives		Y
31	Site health, safety and environment committee		N
32	Site housekeeping and security		Y
33	Accidental damage, obstruction or interference with assets		Y
34	Delivery of materials		Y
35	Conveyance of loads		Y
35.1	Conveyance of loads on lifts and escalators		Y
35.2	Conveyance of hazardous materials and substances		Y
36	Asbestos (non asbestos removal projects)		Y
37	Working in or near lifts and escalators		Y
38	Work on or adjacent to utilities and High Voltage cables (buried services)		Y
39	Working on or about the track		Y
40	Access to electrical sub-stations, working equipment, relay and other secure rooms		Y
41	Entering areas with gaseous fire suppression systems		Y
42	Fire prevention		Y
42.1	General requirements		Y
42.2	Temporary fire points		Y
42.3	Timber		Y
42.4	Composites		Y



Applicable requirements identified by Client				Identified by Supplier	
Section	Topic	Other documents / Comments	Y / N	Agreed? Y / N	Reference to explanation
42.5	Sheeting materials		Y	Y	
42.6	Gas cylinders		Y	Y	
42.6.1	Use of gas cylinders in below ground locations		Y	Y	
42.6.2	Storage of gas cylinders (above ground)		Y	Y	
42.7	Flammable and highly flammable materials		Y	Y	
42.7.1	Use of flammable and highly flammable materials below ground		Y	Y	
42.7.2	Storage of flammable and highly flammable materials below ground		Y	Y	
43	Hot work and fire hazards		Y	Y	
43.1	Hot work		Y	Y	
43.2	Reasonable notice of works		Y	Y	
43.3	Precautions		Y	Y	
43.3.1	Buildings and assets		Y	Y	
43.3.2	Gas cylinders		Y	Y	
43.3.3	Gas detection		Y	Y	
44	Storage		Y	Y	
44.1	General requirements for storage		Y	Y	
44.2	Trackside storage		Y	Y	
44.3	Hazardous materials and substances		Y	Y	
44.4	Allocation of space on operational property		Y	Y	
45	Plant and equipment		Y	Y	
46	Clearance approvals		Y	Y	
47	Access equipment		Y	Y	
48	Temporary works		Y	Y	
49	Temporary fences and hoardings		Y	Y	
50	Temporary lighting and power supplies		Y	Y	
50.1	General requirements		Y	Y	
50.2	Lighting in tunnels and shafts		Y	Y	
51	Screening of lights and positioning		Y	Y	
52	Environmental requirements		Y	Y	
52.1	General environmental requirements		Y	Y	



Applicable requirements identified by Client			
Section	Topic	Other documents / Comments	Identified by Supplier
			Agreed? Y / N Reference to explanation
52.2	Environmental nuisance		Y
52.3	Water		Y
52.4	Waste management		Y
52.5	Noise and vibration		Y
52.6	Archaeology, historical interest and listed buildings		Y
52.7	Wildlife and Habitats		Y
52.8	Resource Use		Y
52.9	Pest control		Y
52.10	Land and water pollution prevention		Y
53	Quality requirements		Y
53.1	Records		Y
53.2	Retention period		Y
53.3	Availability of records for inspection		Y
53.4	Statistical process control, audit and inspection procedures		Y
53.5	General quality requirements		Y
53.6	Quality Plan		Y
53.7	Testing and inspection		Y
53.8	Certification of conformity		Y
53.9	Quarantine		Y
53.10	Traceability		Y
53.11	Maintenance and servicing		Y
53.12	Design		Y
53.13	Computer aided design		Y
53.14	Asset commissioning and handover		Y

Other requirements / comments



Contractor must ensure information, instructions, templates and appendices in the Pre Construction Information Pack is cascaded to all parties and suppliers, and abided by during pre construction, construction and handover phase.

Bidders and Contractors are to be aware that in some areas the JNP templates differ from BCV and SSL.

Bidders and Contractors are to be aware the JNP Contract Project Directory differs from BCV and SSL. This includes different Contract Managers (please see Pre Construction Information Pack).

