

## Appendix A2

### Scope of Requirements

#### 1. Introduction

1.1. The Customer has a requirement to carry out the overhaul of 24 x Class 66 Wheelsets.

#### 2. Scope of work

2.1. The Supplier shall carry out the Overhaul of 24 x Class 66 Wheelsets in accordance with the following Maintenance Instructions.

2.1.1. E WI 752 Class 66 Wheelset Overhaul Specification

#### 2.2. Planning Assumptions

2.2.1. The wheelsets will be delivered by the Customer to the Suppliers works.

2.2.2. Anticipated Contract commencement date is 15<sup>th</sup> October 2021

#### 3. Materials

3.1. With the exception of Free Issue Materials provided to the Supplier by the Customer, the Supplier shall be responsible for the procurement and supply of all materials required to complete the wheelset overhauls (unless otherwise prior agreed with the Customer).

3.2. Delivery dates for Free Issue Material to be supplied is to be agreed by both parties prior to the first review meeting.

3.3. The following Free Issue Materials will be supplied if required for the Class 66 wheelset overhauls:

Part Number	Description	Qty required for 6 full sets	Per Wheelset	Per Vehicle (6 Wheelsets)
9084265	O Ring	36	1	6
9085559	O Ring	36	1	6
138292	Hex SKT Cap Screw ½-	144	4	24
138294	Hex SKT Cap Screw ½	144	4	24
138304	Hex SKT Cap screw ½-	144	4	24
138302	Hex Socket cap screw	144	4	24
103877	1/8 BSP Plug	72	2	12
9576154	¼ BSP Plug	72	2	12
8348619	3/8 BSP Plug	72	2	12

#### **4. Charge Rates**

- 4.1. All work carried out, including AAW, parts and materials required to complete the Services will be charged in accordance with the rates set out in Annex 2 of the Agreement.

#### **5. Contract Management**

- 5.1. The Supplier shall allocate a suitably-qualified Contract Manager who will take overall responsibility for delivering the services required within this contract, as well as a suitably qualified deputy to act in their absence.
- 5.2. The Supplier's Contract Manager shall:
  - 5.2.1. be the primary contact to receive communication from the Customer and will also be the person responsible for providing information to the Customer;
  - 5.2.2. able to delegate his position to another person at the Supplier but must inform the Customer before proceeding with the delegation and it will be the delegated person's responsibility to fulfil the Supplier's Contract Manager's responsibilities and obligations;
- 5.3. The Supplier's Contract Manager shall participate in a weekly conference call with the Customer to review progress against the Delivery Programme and any issues that may affect the Delivery Programme including, but not limited to: delays, costs and risks.
- 5.4. The Supplier's Contract Manager shall attend and participate in monthly contract review meetings, at a location to be agreed by the Parties, with the Customer in order to review and discuss the Supplier's performance under the Contract. The meetings shall also be attended by other members of the Supplier's team as appropriate. The supplier will be responsible for the collation of and the timely issue of meeting minutes and action tracker.
- 5.5. The Supplier's Contract Manager shall prepare a monthly progress report for presentation at the monthly contract review meeting. The monthly progress report shall be submitted three Working Days prior to the monthly contract review meeting. The report, which provides a basis for discussion at the meeting and constitutes a formal record of the service provision, shall, as a minimum, be prepared to provide an update on items identified below as standard agenda points:
  - 5.5.1. performance against the measures detailed in the contract;
  - 5.5.2. costs
  - 5.5.3. technical issues
  - 5.5.4. risks and risk mitigations
  - 5.5.5. proposed changes in procedures or working arrangements
  - 5.5.6. National Incident Reports (NIR) raised by any appropriate entity during the contract period
  - 5.5.7. all incidents, accidents and near misses connected with the Contract and their status
  - 5.5.8. safety and environmental issues involving the Supplier, including any recommendations resulting from incident investigations
  - 5.5.9. site issues;

#### 5.5.10. warranty claims

### 6. Auditing

- 6.1. The Customer shall have the right, subject to prior notice being given, to carry out a site visit and / or audit at the supplier's premises prior to contract award, which will include a review of the safe systems of work.
- 6.2. The Customer, acting by itself or through its Audit Agents, shall have the right during the Term and for a period of six years thereafter, to audit the Supplier and/or its Key Sub-Suppliers of the Suppliers obligations under this Agreement.

### 7. Standards

- 7.1. Throughout the duration of the Agreement, the Supplier warrants that:
  - 7.1.1. it is, and shall continue to be ISO 9001:2015 (or its successor) certified and comply with the terms thereof; and
  - 7.1.2. where it is a member of an approved supplier scheme such as, but not limited to RISAS, IRIS, RISQS or Achilles, it shall continue to be certified and comply with the terms thereof.
- 7.2. Pursuant to 7.1, any changes in status of the Suppliers certification approval shall be notified to the Customer within 2 (two) Working Days.
- 7.3. All materials shall be procured from qualified suppliers in accordance with RIS 2750 RST.
- 7.4. Suppliers who undertake maintenance on behalf of DRS must ensure that their staff are adequately trained and certificated as competent to undertake the tasks identified in E WI 752 Class 66 Wheelset Overhaul Specification. Suppliers will have their competency assessment system audited to RIS 2750 RST. Any change in status to the above shall be notified to the Customer at the earliest opportunity.