

### **Description May 2018**

Thaxted Parish Council (TPC) is seeking suggested schemes with costed quotations for the Installation of up to date CCTV cameras and all required apparatus at various locations in the Town of Thaxted.

The Council will need the quote individually priced as it reserves the right to choose sections of work depending on budget and permissions.

Thaxted has an ongoing problem with crime that occurs largely during the night time hours , with opportunistic crime during daylight hours caused by person(s) traveling into Thaxted from further afield and it has an associated negative impact on public perceptions of personal safety.

The scheme will not be live monitored so all recording equipment and cameras will be required, to be the correct specification and fully sufficient to produce Court acceptable evidential quality recording which can easily be downloaded either at source or via remote desk top computers by the Police or Town Clerk and must record for 24hrs a day 7 days a week with a storage capacity of 21 days minimum before it is overwritten:

Any equipment can be housed at the Council Office or the Guildhall both in Town Street Thaxted and or on each site in secure cabinets. The CCTV signal will need to be transmitted wirelessly or 3/4G or Broadband to one or other point or a better cost effective solution can be offered.

Those quoting will need to be members of or give a written undertaking they will adhere to the latest updated and current **National Security Inspectorate (NSI) NCP104 CCTV Code of Practice**.

Be a member of BSIA and employ professional engineers and qualified technicians (HND, HNC and City & Guilds).BSI registration, UKAS assessed to quality assurance standard BS EN ISO 90001:2008 or later and provide there Certificate No: . The Company must carry out installations under the Construction (Design and Management) Regulation 1994. NICEIC approved Electrical Contractor - EN No. 24727. Safe contractor, Chas and Construction line accredited. All documentation must be provided before quotes will be accepted for consideration.

### **Energy Saving CCTV**

Quoting companies must be an ISO 14001 company with commitments to energy reduction and waste management within the CCTV industry. Through careful product choice, recommended upgrades and energy management they must be able to demonstrate significant savings to their customers. CCTV is a

24 hour operation and any energy saving can provide significant energy cost benefits. Companies must show how they are developing Greener CCTV Solutions such as but not limited to:

Through the introduction of energy efficient storage methods , low energy LED lighting and monitors together with reduced equipment count, and heat output CCTV must keep reducing its carbon footprint and energy costs.

The Quotation should also include a quote for a separate maintenance contract for 3 years, to cover instances of malfunction/vandalism - the first of year of which will be covered by the warranty period. A preventative maintenance visit (and subsequent full report including any recommendations) is also required annually so that a complete audit/check of the CCTV system is carried out, and the documentation associated with the CCTV system and the training requirement of users is checked.

Preventative maintenance visits are additional to any corrective maintenance visits which may be required. A response to any corrective maintenance visit is required within 48 hours. All callouts to breakdowns are to include parts and labour except where a fault is a result of impact damage, vandalism, mains power failure or by acts of god.

A maintenance contract is required for 2 years, to cover instances of malfunction/vandalism. A preventative maintenance visit (and subsequent full report including any recommendations) is required annually so that a complete audit/check of the CCTV system is carried out, and the documentation associated with the CCTV system and the training requirement of users is checked.

Ms Dena Ludford  
Thaxted Parish Clerk  
Council Office  
7 Town Street  
Thaxted  
Essex  
CM6 2LD

**All initial correspondence will be by email**

[cctvthaxted@gmail.com](mailto:cctvthaxted@gmail.com)

Closing date for submission of quotations is **Noon Friday 22<sup>nd</sup> JUNE 2018**

All quotations can be emailed or sent by post in a sealed envelope marked **DO**

**NOT OPEN CCTV QUOTATION**