SC1B (Edn 08/18)



**Contract for**

**FLEET/00686 –**

**UKAS Accredited Air Quality Testing for Three Years**

**12 December 2018 to 11 December 2021**

|  |  |
| --- | --- |
| Between the Secretary of State for Defence of the United Kingdom of Great Britain and Northern Ireland  Team Name and address:  Navy Commercial  Room 303  Building 1/080  Jago Road  HM Naval Base  Portsmouth  PO1 3LU | And  Contractor Name and Address  Thomas M Young, Rognvald G Young & Urcilla G Young **T/A Aquatron Breathing Air Systems**  30 Stanley Street  Glasgow  G41 1JB |

**1 Definitions - In the Contract:**

**The Authority** means the Secretary of State for Defence of the United Kingdom of Great Britain and Northern Ireland, (referred to in this document as "the Authority"), acting as part of the Crown;

**Business Day** means 09:00 to 17:00 Monday to Friday, excluding public and statutory holidays;

**Contract** means the agreement concluded between the Authority and the Contractor, including all terms and conditions, , specifications, plans, drawings, schedules and other documentation, expressly made part of the agreement in accordance with Clause 2.c;

**Contractor** means the person, firm or company specified as such in the Contract;

**Contractor Commercially Sensitive Information** means the information listed as such in the Contract, which is information notified by the Contractor to the Authority, which is acknowledged by the Authority as being commercially sensitive;

**Contractor Deliverables** means the goods and / or services including packaging (and supplied in accordance with any QA requirements if specified) which the Contractor is required to provide under the Contract in accordance with the schedule of requirements.

**Effective Date of Contract** means the date stated on the Contract or, if there is no such date stated, the date upon which both Parties have signed the Contract;

**Firm Price** means a price excluding Value Added Tax (VAT) which is not subject to variation;

**Hazardous Contractor Deliverable** means a Contractor Deliverable or a component of a Contractor Deliverable that is itself a hazardous material or substance or that may in the course of its use, maintenance, disposal, or in the event of an accident, release one or more hazardous materials or substances and each material or substance that may be so released;

**Legislation** means in relation to the United Kingdom any Act of Parliament, any subordinate legislation within the meaning of section 21 of the Interpretation Act 1978, any exercise of Royal Prerogative or any enforceable community right within the meaning of Section 2 of the European Communities Act 1972.

**Notices**  means all notices, orders, or other forms of communication required to be given in writing under or in connection with the Contract;

**Parties** means the Contractor and the Authority, and Party shall be construed accordingly;

**Transparency Information** means the content of this Contract in its entirety, including from time to time agreed changes to the Contract, and details of any payments made by the Authority to the Contractor under the Contract.

**2 General**

a. The Contractor shall comply with all applicable Legislation, whether specifically referenced in this Contract or not.

b. Any variation to the Contract shall have no effect unless expressly agreed in writing and signed by both Parties.

c. If there is any inconsistency between these terms and conditions and the associated documents expressly referred to therein, the conflict shall be resolved according to the following descending order of priority:

(1) the terms and conditions;

(2) the schedules; and

(3) the documents expressly referred to in the agreement.

d. Neither Party shall be entitled to assign the Contract (or any part thereof) without the prior written consent of the other Party.

e. Failure or delay by either Party in enforcing or partially enforcing any provision of the Contract shall not be construed as a waiver of its rights under the Contract.

f. The Parties to the Contract do not intend that any term of the Contract shall be enforceable by virtue of the Contracts (Rights of Third Parties) Act 1999 by any person that is not a Party to it.

g. The Contract and any non-contractual obligations arising out of or in connection with it shall be governed by and construed in accordance with English Law, and subject to Clause 15 and without prejudice to the dispute resolution procedure set out therein, the Parties submit to the exclusive jurisdiction of the English courts. Other jurisdictions may apply solely for the purpose of giving effect to this Clause 2.g and for enforcement of any judgement, order or award given under English jurisdiction.

**3 Application of Conditions**

a. These terms and conditions, schedules and the specification govern the Contract to the entire exclusion of all other terms and conditions. No other terms or conditions are implied.

b. The Contract constitutes the entire agreement and understanding and supersedes any previous agreement between the Parties relating to the subject matter of the Contract.

**4 Disclosure of Information**

Information received or in connection with the Contract shall be managed in accordance with DEFCON 531 (SC1) and Clause 5.

**5 Transparency**

a. Subject to Clause 5.b, but notwithstanding Clause 4, the Contractor understands that the Authority may publish the Transparency Information to the general public. The Contractor shall assist and cooperate with the Authority to enable the Authority to publish the Transparency Information.

b. Before publishing the Transparency Information to the general public in accordance with Clause 5.a, the Authority shall redact any information that would be exempt from disclosure if it was the subject of a request for information under the Freedom of Information Act 2000 or the Environmental Information Regulations 2004, including the Contractor Commercially Sensitive Information.

c. The Authority may consult with the Contractor before redacting any information from the Transparency Information in accordance with Clause 5.b. The Contractor acknowledges and accepts that its representations on redactions during consultation may not be determinative and that the decision whether to redact information is a matter in which the Authority shall exercise its own discretion, subject always to the provisions of the Freedom of Information Act 2000 or the Environmental Information Regulations 2004.

d. For the avoidance of doubt, nothing in this Clause 5 shall affect the Contractor’s rights at law.

**6 Notices**

a. A Notice served under the Contract shall be:

(1) in writing in the English Language;

(2) authenticated by signature or such other method as may be agreed between the Parties;

(3) sent for the attention of the other Party’s representative, and to the address set out in the Contract;

(4) marked with the number of the Contract; and

(5) delivered by hand, prepaid post (or airmail), facsimile transmission or, if agreed in the Contract, by electronic mail.

b. Notices shall be deemed to have been received:

(1) if delivered by hand, on the day of delivery if it is a Business Day in the place of receipt, and otherwise on the first Business Day in the place of receipt following the day of delivery;

(2) if sent by prepaid post, on the fourth Business Day (or the tenth Business Day in the case of airmail) after the day of posting;

(3) if sent by facsimile or electronic means:

(a) if transmitted between 09:00 and 17:00 hours on a Business Day (recipient’s time) on completion of receipt by the sender of verification of the transmission from the receiving instrument; or

(b) if transmitted at any other time, at 09:00 on the first Business Day (recipient’s time) following the completion of receipt by the sender of verification of transmission from the receiving instrument.

**7 Intellectual Property**

a. The Contractor shall as its sole liability keep the Authority fully indemnified against an infringement or alleged infringement of any intellectual property rights or a claim for Crown use of a UK patent or registered design caused by the use, manufacture or supply of the Contractor Deliverables.

b. The Authority shall promptly notify the Contractor of any infringement claim made against it relating to any Contractor Deliverable and, subject to any statutory obligation requiring the Authority to respond, shall permit the Contractor to have the right, at its sole discretion to assume, defend, settle or otherwise dispose of such claim. The Authority shall give the Contractor such assistance as it may reasonably require to dispose of the claim and will not make any statement which might be prejudicial to the settlement or defence of the claim

**8 Supply of Contractor Deliverables and Quality Assurance**

a. This Contract comes into effect on the Effective Date of Contract

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b. The Contractor shall supply the Contractor Deliverables to the Authority at the Firm Price stated in the Contract.

c. The Contractor shall ensure that the Contractor Deliverables:

(1) correspond with the specification;

(2) are of satisfactory quality (within the meaning of the Sale of Goods Act 1979, as amended) except that fitness for purpose shall be limited to the goods being fit for the particular purpose held out expressly by or made known expressly to the Contractor and in this respect the Authority relies on the Contractor’s skill and judgement; and

(3) comply with any applicable Quality Assurance Requirements specified in the Contract.

d. The Contractor shall apply for and obtain any licences required to import any material required for the performance of the Contract in the UK. The Authority shall provide to the Contractor reasonable assistance with regard to any relevant defence or security matter arising in the application for any such licence.

**9 Supply of Hazardous Contractor Deliverables**

a. The Contractor shall establish if the Contractor Deliverables are, or contain, Dangerous Goods as defined in the Regulations set out in this Clause 9. Any that do shall be packaged for UK or worldwide shipment by all modes of transport in accordance with the following unless otherwise specified in the Contract.:

(1) the Technical Instructions for the Safe Transport of Dangerous Goods by Air (ICAO), IATA Dangerous Goods Regulations;

(2) the International Maritime Dangerous Goods (IMDG) Code;

(3) the Regulations Concerning the International Carriage of Dangerous Goods by Rail (RID); and

(4) the European Agreement Concerning the International Carriage of Dangerous Goods by Road (ADR).

b. Certification markings, incorporating the UN logo, the package code and other prescribed information indicating that the package corresponds to the successfully designed type shall be marked on the packaging in accordance with the relevant regulation.

c. As soon as possible and in any event within the period specified in the Contract (or if no such period is specified no later than one month prior to the delivery date), the Contractor shall provide to the Authority’s representatives in the manner and format prescribed in the Contract:

(1) confirmation as to whether or not to the best of its knowledge any of the Contractor Deliverables are Hazardous Contractor Deliverables; and

(2) for each Hazardous Contractor Deliverable, a Safety Data Sheet containing the data set out at Clause 9.d, which shall be updated by the Contractor during the period of the Contract if it becomes aware of any new relevant data

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d. Safety Data Sheets if required under Clause 9.c shall be provided in accordance with the REACH Regulations (EC) No 1907/2006 and any additional information required by the Health and Safety at Work etc. Act 1974 and shall contain:

(1) Information required by the Chemicals (Hazardous Information and Packaging for Supply) (CHIP) Regulations 2009 and / or the Classification, Labelling and Packaging (CLP) Regulation 1272/2008 (whichever is applicable) or any replacement thereof; and

(2) where the Hazardous Contractor Deliverable is, contains or embodies a radioactive substance as defined in the Ionising Radiation Regulations SI 1999/3232, details of the activity, substance and form (including any isotope); and

(3) where the Hazardous Contractor Deliverable has magnetic properties, details of the magnetic flux density at a defined distance, for the condition in which it is packed.

e. The Contractor shall retain its own copies of the Safety Data Sheets provided to the Authority in accordance with Clause 9.d for 4 years after the end of the Contract and shall make them available to the Authority’s representatives on request.

f. Nothing in this Clause 9 reduces or limits any statutory or legal obligation of the Authority or the Contractor.

**10 Delivery / Collection**

a. The Contract shall specify whether the Contractor Deliverables are to be delivered to the consignee by the Contractor or collected from the consignor by the Authority.

b. Title and risk in the Contractor Deliverables shall pass from the Contractor to the Authority on delivery or on collection in accordance with Clause 10.a.

c. The Authority shall be deemed to have accepted the Contractor Deliverables thirty (30) days after title and risk has passed to the Authority unless it has rejected the Contractor Deliverables within the same period.

**11 Marking of Contractor Deliverables**

a. Each Contractor Deliverable shall be marked in accordance with the requirements specified in Contract, or if no such requirement is specified, the Contractor shall mark each Contractor Deliverable clearly and indelibly in accordance with the requirements of the relevant DEF-STAN 05-132 as specified in the contract or specification. In the absence of such requirements, the Contractor Deliverables shall be marked with the MOD stock reference, NATO Stock Number (NSN) or alternative reference number specified in the schedule of requirements.

b. Any marking method used shall not have a detrimental effect on the strength, serviceability or corrosion resistance of the Contractor Deliverables.

c. The marking shall include any serial numbers allocated to the Contractor Deliverable.

d. Where because of its size or nature it is not possible to mark a Contractor Deliverable with the required particulars, the required information should be included on the package or carton in which the Contractor Deliverable is packed, in accordance with condition 12 (Packaging and Labelling (excluding Contractor Deliverables containing Ammunition or Explosives)).

**12 Packaging and Labelling of Contractor Deliverables (Excluding Contractor Deliverables Containing Ammunition or Explosives)**

The Contractor shall pack or have packed the Contractor Deliverables in accordance with any requirements specified in the Contract and Def Stan 81-041 (Part 1 and Part 6).

**13 Progress Monitoring, Meetings and Reports**

The Contractor shall attend progress meetings and deliver reports at the frequency or times (if any) specified in the Contract and shall ensure that its Contractor’s representatives are suitably qualified to attend such meetings.

**14 Payment**

a. Payment for Contractor Deliverables will be made by electronic transfer and prior to submitting any claims for payment under clause 14b the Contractor will be required to register their

details (Supplier on-boarding) on the Contracting, Purchasing and Finance (CP&F) electronic procurement tool.

b. Where the Contractor submits an invoice to the Authority in accordance with clause 14a, the Authority will consider and verify that invoice in a timely fashion.

c. The Authority shall pay the Contractor any sums due under such an invoice no later than a period of 30 days from the date on which the Authority has determined that the invoice is valid and undisputed.

d. Where the Authority fails to comply with clause 14b and there is undue delay in considering and verifying the invoice, the invoice shall be regarded as valid and undisputed for the purpose of clause 14c after a reasonable time has passed.

e. The approval for payment of a valid and undisputed invoice by the Authority shall not be construed as acceptance by the Authority of the performance of the Contractor’s obligations nor as a waiver of its rights and remedies under this Contract.

f. Without prejudice to any other right or remedy, the Authority reserves the right to set off any amount owing at any time from the Contractor to the Authority against any amount payable by the Authority to the Contractor under the Contract or under any other contract with the Authority, or with any other Government Department.

**15 Dispute Resolution**

a. The Parties will attempt in good faith to resolve any dispute or claim arising out of or relating to the Contract through negotiations between the respective representatives of the Parties having authority to settle the matter, which attempts may include the use of any alternative dispute resolution procedure on which the Parties may agree.

b. In the event that the dispute or claim is not resolved pursuant to Clause 15.a the dispute shall be referred to arbitration and shall be governed by the Arbitration Act 1996. For the purposes of the arbitration, the arbitrator shall have the power to make provisional awards pursuant to Section 39 of the Arbitration Act 1996.

**16 Termination for Corrupt Gifts**

The Authority may terminate the Contract with immediate effect, without compensation, by giving written notice to the Contractor at any time after any of the following events:

a. where the Authority becomes aware that the Contractor, its employees, agents or any sub-contractor (or anyone acting on its behalf or any of its or their employees):

(1) has offered, promised or given to any Crown servant any gift or financial or other advantage of any kind as an inducement or reward;

(2) commits or has committed any prohibited act or any offence under the Bribery Act 2010 with or without the knowledge or authority of the Contractor in relation to this Contract or any other contract with the Crown;

(3) has entered into this or any other contract with the Crown in connection with which commission has been paid or has been agreed to be paid by it or on its behalf, or to its knowledge, unless before the contract is made particulars of any such commission and of the terms and conditions of any such agreement for the payment thereof have been disclosed in writing to the Authority.

b. In exercising its rights or remedies to terminate the Contract under Clause 16.a. the Authority shall:

(1) act in a reasonable and proportionate manner having regard to such matters as the gravity of, and the identity of the person committing the prohibited act;

(2) give due consideration, where appropriate, to action other than termination of the Contract, including (without being limited to):

(a) requiring the Contractor to procure the termination of a subcontract where the prohibited act is that of a Subcontractor or anyone acting on its or their behalf;

(b) requiring the Contractor to procure the dismissal of an employee (whether its own or that of a Subcontractor or anyone acting on its behalf) where the prohibited act is that of such employee.

c. Where the Contract has been terminated under Clause 16.a.the Authority shall be entitled to purchase substitute Contractor Deliverables from elsewhere and recover from the Contractor any costs and expenses incurred by the Authority in obtaining the Contractor Deliverables in substitution from another supplier.

**17 Material Breach**

In addition to any other rights and remedies, the Authority shall have the right to terminate the Contract (in whole or in part) with immediate effect by giving written notice to the Contractor where the Contractor is in material breach of its obligations under the Contract. Where the Authority has terminated the Contract under Clause 17 the Authority shall have the right to claim such damages as may have been sustained as a result of the Contractor’s material breach of the Contract.

**18 Insolvency**

The Authority shall have the right to terminate the contract if the Contractor is declared bankrupt or goes into liquidation or administration. This is without prejudice to any other rights or remedies under this Contract.

1. **Limitation of Contractor’s Liability**

## Subject to Clause 19.b the Contractor's liability to the Authority in connection with this Contract shall be limited to £5m (five million pounds).

## Nothing in this Contract shall operate to limit or exclude the Contractor's liability:

## for:

## any liquidated damages (to the extent expressly provided for under this Contract);

## any amount(s) which the Authority is entitled to claim, retain or withhold in relation to the Contractor’s failure to perform or under-perform its obligations under this Contract, including service credits or other deductions (to the extent expressly provided for under this Contract);

## any interest payable in relation to the late payment of any sum due and payable by the Contractor to the Authority under this Contract;

## any amount payable by the Contractor to the Authority in relation to TUPE or pensions to the extent expressly provided for under this Contract;

## under Condition 7 of the Contract (Intellectual Property), and DEFCONs 91 or 638 (SC1) where specified in the contract;

## for death or personal injury caused by the Contractor’s negligence or the negligence of any of its personnel, agents, consultants or sub-contractors;

## For fraud, fraudulent misrepresentation, wilful misconduct or negligence;

## in relation to the termination of this Contract on the basis of abandonment by the Contractor;

## for breach of the terms implied by Section 2 of the Supply of Goods and Services Act 1982; or

## for any other liability which cannot be limited or excluded under general (including statute and common) law.

## The rights of the Authority under this Contract are in addition to, and not exclusive of, any rights or remedies provided by general (including statute and common) law.

**20 The Project Specific DEFCONs and DEFCON SC Variants that apply to this Contract are:**

DEFCON76 (SC1B) (Edn.12/16) – Contractors Personnel at Government Establishments

DEFCON658(SC1) (Edn.11/17) – Cyber

Further to DEFCON 658 the Cyber Risk Level of the Contract is

Very Low, as defined in Def Stan 05-138.

**21 The special conditions that apply to this Contract are:**

Not Applicable

**22 The processes that apply to this Contract are:**

Not Applicable

**Schedule 1 – Statement of Requirements**

**Schedule 1**

**STATEMENT OF REQUIREMENT**

REFERENCES:

1. JSP 319 (ver 4.2 Nov 17) Part 2, Vol 1, Ch. 6 (Compressed Natural Breathing Air, Diving Gases and Gas Mixtures – Testing)

<https://www.gov.uk/government/publications/jsp-319-joint-service-safety-regulations-for-the-storage-handling-and-use-of-gases>

1. BS EN 12021:2014 - Respiratory equipment. Compressed gases for breathing apparatus
2. Defence Standard 68-284 - Compressed Breathing Gases for Aircraft, Diving and Marine Life Support Applications

GENERAL

1. The work to be carried out is mainly the testing of breathing air samples taken annually and as a result of maintenance tasks performed on HP Air systems, although on occasions there may be a requirement to respond to other analytical type work.

1. Compressed Natural Breathing Air (CNBA) falls within the scope of Pressure Systems Safety Regulations 2000 and the MOD specific regulations outlined at Reference A, which include a requirement for periodical checks on the quality of the delivered air. This reference specifies a requirement to conduct annual analysis by a laboratory certified by the Government United Kingdom Accreditation Service (UKAS). In the future there may be additional requirements to comply with the standards outlined at Reference C, which would include a 6 monthly test periodicity.

SCOPE

1. Testing of Breathing Air samples is to be conducted by either of the following means:

* 1. Approved contractor to attend on site and take required air samples as directed by the authorised site air systems maintainer/operator.
  2. Approved contractor may conduct air sample analysis without attending on-site if they can provide a reliable, sustainable and safe method of transport for air samples to be delivered to their laboratory for off-site analysis.

1. Testing with respect to Breathing Air samples must be carried out in accordance with Reference A and Reference B.
2. There is potential for future MOD policy to dictate that testing of Breathing Air samples must be carried out in accordance with Reference C, therefore any approved contractor must have the capability to meet the standards outlined in all 3 references throughout the full term of the contract.

1. Annual air analysis of building and fixed compressors shall be taken from High Pressure (HP) and Low Pressure (LP) supply points. This may increase to a 6 monthly periodicity, dependent on future changes to MOD regulations.
2. Additional testing may be required for the following:
   1. To achieve mandatory 3 monthly testing of points in accordance with the references, when authorised testing personnel are unavailable.
   2. Assessment of adverse trends.
   3. Due to operational/maintenance requirements.

1. Test results and certificates shall be forwarded to the Establishment Representatives within five (5) working days of the test.

SUPPLEMENTARY TESTS

1. In addition to the formal examination, the Competent Person may recommend that supplementary tests are required. Where such recommendations are made, details of the requirement, supported by reasons for the recommendation, shall be forwarded to the Establishment Representatives. The contractor shall not undertake any additional work until the Authority gives formal approval.

ADDITIONAL REQUIREMENTS

1. Contractor shall be certified by the Government United Kingdom Accreditation Service (UKAS).
2. Contractor shall have ISO 9001 accreditation with a suitable scope for the work required.
3. All work shall be carried out in accordance with current regulations & standards appertaining to the type of work undertaken.
4. Contractor to supply suitably sterilised air sample containers, with a proven method to prevent cross contamination of air samples.
5. If the contractor is required to work on-site then they are to adhere to the following:
   1. The contractor shall supply all tools and any other equipment (with current certification if required by current regulations) as necessary to complete this task.
   2. The whole of the work covered by this specification shall be undertaken without MoD assistance unless otherwise stated.
   3. All materials required to carry out the task shall be supplied by the contractor unless otherwise stated.
6. If air sample analysis services are to be provided without attending on-site, then the contractor is to adhere to the following:
   1. The contractor is to supply a suitable transport container for each air sample as required, which is to meet all current safety regulations and standards (with certification as required) appertaining to the safe filling, storage and transport of compressed air samples from the sampling location to the laboratory.
   2. The contractor is responsible for providing a reliable and safe method of transporting the air sample from the sampling location to the laboratory, including all packaging and labelling required to comply with any hazardous goods transport regulations if moved by postal/courier service.
   3. The contractor is to supply a suitable method statement in order that the MOD (or contracted partner) on-site competent air maintainer can conduct the safe filling of sample containers. Any specialist ancillary equipment required to complete the task must also be provided by the contractor.

HEALTH AND SAFETY

1. If the contractor is required to work on site, they will be required to forward the following prior to starting work:
   1. Risk Assessment:

It should be noted that the Risk Assessment should include the following elements

* + 1. The tasks should be identified.
    2. All hazards should be identified
    3. Hazards should be eliminated where possible.
    4. Persons at risk should be identified.
    5. All risks should be evaluated.
    6. Controls should be developed for these risks.
    7. The Assessment should be recorded.
    8. Controls should be implemented.
    9. The Assessment should be reviewed and monitored as necessary.
  1. Proposed Safe System of Work / Method Statement

It should be noted that the Method Statement should include the following elements:

* + 1. Details of work to be done.
    2. Method of doing this work
    3. Location of the worksite.
    4. Project timing and phasing.
    5. Details of Personnel, their skills, training and competence.
    6. Details of equipment to be used including Maintenance procedures and records.

* 1. Copy of the company’s Health and Safety Policy.
  2. History of the Company’s safety performance.
  3. Certification and Tests of Plant and Equipment being employed.
  4. COSHH assessments for any hazardous materials being brought and used on site.

1. If air sample analysis services are to be provided without attending on-site, the contractor is to provide the following:
   1. All relevant certification (where required by relevant regulation) for all sampling equipment supplied by the contractor.
   2. A safe system of work / method statement for the sample container filling procedure.

WORKING HOURS

1. If working on site, the contractor will normally be required to work within the normal working hours of the Establishment i.e. 0800-1600 Monday to Friday. Work outside of normal working hours must be agreed with the Establishment Representative.

WORKSITE

1. The Worksite is to be kept clean and tidy at all times.

MISCELLANEOUS INFORMATION

1. Establishments Fort Blockhouse (S.E.T.T.)

Fleet Diving Squadron (F.D.S.)

Defence Diving School (D.D.S.)

1. Engineering Support Officer Engineering Support Officer

DDS

Gunwharf Building

Horsea Island

Portsmouth

PO6 4TT

1. Establishment Representative & Project Leader Deputy Officer in Charge (DOIC)

SETT

Fort Blockhouse

Haslar Road

Gosport

PO12 2AB

Training Delivery Team Manager (TDTM)

DDS

Deepwater Building

Horsea Island

Portsmouth

PO6 4TT

**Schedule 2 – Schedule of Requirements**

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| --- | --- | --- | --- |
|  | **PRICING SCHEDULE FLEET/00686 – UKAS ACCREDITED AIR QUALITY TESTING – SEE STATEMENT OF REQUIREMENT (SOR) FOR FULL DETAILS** |  |  |
| **ITEM NO** | **YEAR ONE** | **NUMBER OF TESTS** | **FIRM PRICE** |
| **1** | \*Attend on site and take required air samples as directed by authorised site air systems maintainer/operator | Total 68 tests per annum – Price per test | £210 |
| **2** | \*Air sample analysis without attending on site per SOR 103.b. | Total 68 tests per annum – Price per test | £180 |
|  | \*The prices for items 1 and 2 should include the price for potential increase to 6 monthly checks (136 test per annum) additional testing per SOR 107 a. b.& c. and supplementary tests (if applicable) per SOR 109. This applies to all three years. |  | * Supplementary test – If DefStan Spec is required = £310 per test to cover on site particulate analysis. All Standard supplementary/extra tests will be charged at the price per test quoted above. |
|  |  |  |  |
|  |  | **Firm Price Year One** | £14,280.00 (Item 1) £12,240.00 (Item 2) |
|  |  |  |  |
| **ITEM NO** | **YEAR TWO** |  | FIRM PRICE |
| **1** | **\*Attend on site and take required air samples as directed by authorised site air systems maintainer/operator** | **Total 68 tests per annum – Price per test** | £210 |
| **2** | **\*Air sample analysis without attending on site per SOR 103.b.** | **Total 68 tests per annum – Price per test** | £180 |
|  |  | **Firm Price Year Two** | £14,280.00 (Item 1) £12,240.00 (Item 2) |
|  |  |  |  |
| **ITEM NO** | **YEAR THREE** |  | FIRM PRICE |
| **1** | **\*Attend on site and take required air samples as directed by authorised site air systems maintainer/operator** | **Total 68 tests per annum – Price per test** | £210 |
| **2** | **\*Air sample analysis without attending on site per SOR 103.b.** | **Total 68 tests per annum – Price per test** | £180 |
|  |  | **Firm Price Year Three** | £14,280.00 (Item 1) £12,240.00 (Item 2) |
|  |  | **Total Firm Price Three Years** | £42,840.00 (Item 1) £36,720 (Item 2) |

**Schedule 3 - Contract Data Sheet**

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| --- | --- | --- |
| **Contract Period** | | Effective date of Contract: 12 December 2018  The Contract expiry date shall be: 11 December 2021 |
| **Clause 6 - Notices** | | Notices served under the Contract can be transmitted by electronic mail  Yes  No  Notices served under the Contract shall be sent to the following address:  Authority:  Contractor: |
| **Clause 8 – Supply of Contractor Deliverables and Quality Assurance** | | Is a Deliverable Quality Plan required for this Contract?  Yes  No  If Yes the Deliverable Quality Plan must be set out as defined in AQAP 2105 and delivered to the Authority (Quality) within            Business Days of Contract Award. Once agreed by the Authority the Quality Plan shall be incorporated into the Contract. The Contractor shall remain at all times, solely responsible for the accuracy, suitability and applicability of the Deliverable Quality Plan.  **Other Quality Assurance Requirements:** |
| **Clause 9 – Supply of Data for Hazardous Contractor Deliverables, Materials and Substances** | | A completed DEFFORM 68 (Hazardous Articles, Materials or Substance Statement), and if applicable, Safety Data Sheet(s) are to be provided by e-mail with attachments in Adobe PDF or MS WORD format to:  a) The Authority’s Representative (Commercial)   1. b) [DSALand-MovTpt-DGHSIS@mod.uk](mailto:DSALand-MovTpt-DGHSIS@mod.uk)   or: if only a hardcopy is available to:  a) The Authority’s Representative (Commercial)  b) Hazardous Stores Information System (HSIS)  Defence Safety Authority (DSA) Movement Transport Safety Regulator (MTSR) Hazel Building Level 1, #H019 MOD Abbey Wood (North) Bristol, BS34 8QW  DSA-DLSR-MovTpt-DG HSIS (MULTIUSER)  to be Delivered no later than one (1) month prior to the Delivery Date for the Contract Deliverable or by the following date: |
| **Clause 10 – Delivery/Collection** | Contract Deliverables are to be:  Delivered by the Contractor  Special Instructions:    Collected by the Authority  Special Instructions (including consignor address if different from Contractor’s registered address): | |
| **Clause 12 – Packaging and Labelling of Contractor Deliverables** | Additional packaging requirements: | |
| **Clause 13 – Progress Meetings** | | The Contractor shall be required to attend the following meetings:  Type:  Frequency:  Location: |
| **Clause 13 – Progress Reports** | | The Contractor is required to submit the following Reports:  Type:  Frequency:  Method of Delivery:  Delivery Address: |

|  |  |  |  |  |
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| **Appendix - Addresses and Other Information** | | | | |
|  | 1. **Commercial Officer:**   Address: Room 303, Building 1/080, Jago Road, HMNB Portsmouth, PO1 3LU |  | **8. Public Accounting Authority:**  1. Returns under DEFCON 694 (or SC equivalent) should be sent to DBS Finance ADMT – Assets In Industry 1, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD  🕿 44 (0) 161 233 5397  2. For all other enquiries contact DES Fin FA-AMET Policy, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD  🕿 44 (0) 161 233 5394 |  |
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|  | 1. **Project Manager, Equipment Support Manager or PT Leader** (from whom technical information is available):   Address: Defence Diving School,  Horsea Island,,Cosham,Portsmouth PO6 4TT |  | **9. Consignment Instructions:**  The items are to be consigned as follows:    See Schedule of Requirement |  |
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|  | 1. **Packaging Design Authority:**   Organisation and point of contact:  DES IMOC SCP TLS Packaging  MOD Abbey Wood,  Bristol, BS34 8JH  Tel: +44(0)30 679 35353  DESIMOCSCP-TLS-Pkg@mod.uk  (where no address is shown please contact the Project Team in Box 2)  🕿 |  | **10. Transport.** The appropriate Ministry of Defence Transport Offices are:  A**. DSCOM**, DE&S, DSCOM, MoD Abbey Wood, Cedar 3c, Mail Point 3351, BRISTOL BS34 8JH  Air Freight Centre  IMPORTS 🕿 030 679 81113 / 81114 Fax 0117 913 8943  EXPORTS 🕿 030 679 81113 / 81114 Fax 0117 913 8943  Surface Freight Centre  IMPORTS 🕿 030 679 81129 / 81133 / 81138 Fax 0117 913 8946  EXPORTS 🕿030 679 81129 / 81133 / 81138 Fax 0117 913 8946  B. **JSCS**  JSCS Helpdesk 🕿 01869 256052 (option 2, then option 3); JSCS Fax No 01869 256837 www.freightcollection.com |  |
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|  | 1. **(a) Supply/Support Management Branch or Order Manager**   **Branch/Name:**  🕿  **(b) U.I.N.** |  |
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|  | 1. **Drawings/Specifications are available from:** |  | **11. The Invoice Paying Authority:**  Ministry of Defence 🕿 0151-242-2000  DBS Finance  Walker House, Exchange Flags Fax: 0151-242-2809  Liverpool, L2 3YL **Website is:** <https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement#invoice-processing> |  |
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|  | 1. **Quality Assurance Representative:**     Commercial staff are reminded that all Quality Assurance requirements should be listed under the General Contract Conditions.    AQAPS and DEF STANs are available from UK Defence Standardization, for access to the documents and details of the helpdesk visit <http://dstan.uwh.diif.r.mil.uk/> [intranet] or <https://www.dstan.mod.uk/> [extranet, registration needed] |  | **12. Forms and Documentation are available through \*:**  Ministry of Defence, Forms and Pubs Commodity Management  PO Box 2, Building C16, C Site  Lower Arncott  Bicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824)  **Applications via fax or email:** [DESLCSLS-OpsFormsandPubs@mod.uk](mailto:DESLCSLS-OpsFormsandPubs@mod.uk). |  |
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|  |  | **\* NOTE**  **1.** Many **DEFCONs** and **DEFFORMs** can be obtained from the MOD Internet Site: <https://www.aof.mod.uk/aofcontent/tactical/toolkit/index.htm>  2. If the required forms or documentation are not available on the MOD Intranet site requests should be submitted through the Commercial Officer named in Section 1. |  |
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