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# S E C T I O N 1

## GENERAL CONDITIONS AND PRELIMINARIES

|  |  |
| --- | --- |
| 1.01 | Definitions |
|  | In applying these general conditions, preliminaries and the specification, the following works shall have the meaning herein assigned to them unless there is something in the subject manner or context inconsistent with such a construction: |
|  | "CONTRACTOR" shall mean the contractor for the works and shall include the contractor's legal personal representative and successors. |
|  | "WORKS" shall mean and include all plant to be provided and work to be done by contractor under the contract and shall include supplying and fixing, testing, regulating and commissioning of installations described in the specification. |
|  | "SPECIFICATION" shall mean the specification on which the tender is based. |
|  | "SITE" shall mean the actual place or places to which the plant shall be delivered or where work shall be done by the contractor, together with so much of the area surrounding the said place or places, as the contractor shall actually use in connection with the works otherwise merely for the purpose of access to the said place or places. |
|  | Words imparting the singular only shall also include the plural and vice versa. |
|  | "SHALL" shall mean mandatory. |
|  | "SHOULD" shall mean optional. |
|  | "WILL" shall mean informative. |
| 1.02 | Employer |
|  | The employer shall be Salisbury NHS Foundation Trust. |
|  | The employer's address shall be: | Salisbury NHS Foundation TrustSalisbury District HospitalSALISBURYSP2 8BJ |
| 1.03 | Supervising Officer |
|  | The Supervising Officer will be:  | JERRY HENDERSONEstates Technical ServicesSalisbury District HospitalSALISBURY Tel: 01722 336262 Ext 4826SP2 8BJ e-mail jerry.henderson@salisbury.nhs.uk |
| 1.04 | Brief Description of Work |
|  | The refurbishment of an existing plant room containing gas heating boilers and domestic hot water storage. Works include new unvented domestic hot and cold water services, LTHW heating and boiler changes. |
| 1.05 | Drawings |
|  | GO256-M001 |
| 1.06 | Location |
|  | Salisbury District Hospital – Central block 56. |
| 1.07 | Access |
|  | Via Entrance ‘A’ of Salisbury District Hospital. |
| 1.08 | Contractor to Inform Himself Fully |
|  | The contractor shall be deemed to have examined the site, plant, equipment, specification, drawings and schedules in order to obtain full information about the site, its conditions and surrounding areas. Claims for extra payment or extension of the contract period, due to ignorance of the above points, will not be tolerated under any circumstances. |
|  | Appointment to view during normal working hours shall be made by contacting the Supervising Officer. |
| 1.09 | Form of Contract |
|  | The work shall be executed in accordance with this specification as a fixed direct contract with the Trust and shall be carried out under the terms and conditions of the JCT Agreement of Minor Building Works with Design (MWD) published by the Joint Contract Tribunal. A copy of the 2011 JCT Minor Building Works contract proformae may be seen in the ETS office before the contract is placed, if the tenderer so wishes.  |
| 1.10 | Schedules of Minor Building Works Clause Headings and Amendments |
|  | Recitals 1 to 5 |
|  | Articles 3 and 4 |
|  | 1. Condition intention of parties
 | 1.0 to 1.7 |
|  | 1. Commencement and completion
 | 2.0 to 2.5 |
|  | 1. Control of works
 | 3.0 to 3.7 |
|  | 1. Payment
 | 4.0 to 4.8 |
|  | 1. Statutory obligations
 | 5.0 to 5.9 |
|  | 1. Injury, damage and insurance
 | 6.0 to 6.4 |
|  | 1. Determination
 | 7.0 to 7.3 |
|  | 1. Supplementary memorandum
 | 8.0 to 8.1 |
|  | 1. Settlement of disputes, adjudication - arbitration
 | 9.0 to 9.2 |
|  | *NOTE:* | 1. **2.03 Damages for Non Completion**

Liquidated damages will be at the rate of £2,500 per week for every part of a week in which the work remains incomplete.1. **2.05 Defects Liability**

Delete the words 3 months and insert 12 months |
| 1.10a | Supplementary Memorandum to Minor Building Works |
|  | **Part A** |  |
|  | Contribution levy and tax changes | A.1 to A.1.9 |
|  | Materials, duties and taxes | A.2.1 to A.2.3 |
|  | Fluctuations - works sublet | A.3.1 to A.3.2 |
|  | Provision relating to clauses A.1, A.3 and A.5 | A.4.1 to A.4.6 |
|  | Percentages addition to fluctuation payments or allowance | A.5 |
|  | **Part B** |  |
|  | Value added tax | B1. to B.10 |
|  | **Part C** |  |
|  | Statutory tax declaration scheme | C.1 to C.8 |
|  | **Part D** |  |
|  | Adjudication [see insert C, pages 9, 10 and 11] | D.1 to D.7.3 |
|  | **Part E** |  |
|  | Arbitration [see insert C, pages 11 and 12] | E.1 to E.7 |
| 1.11 | Contract Documents |  |
|  | The contract documents will comprise the tender, the JCT Form of Agreement for Minor Building Works, the drawings, bona fide certificate and this specification, as applicable. |
| 1.12 | Specification |
|  | If there is any discrepancy between the drawings and the specification, the contractor is to base his tender on the specification but must seek instructions before putting the work in hand. Any alterations made by the contractor in the text of the specification will not be recognised. The value of any item not priced will be deemed to be included in the general pricing. The price of each item in the specification shall be deemed to include for checking everything before ordering or constructing, carriage, taking delivery, unloading of material, return of packages, establishment charges, charges, taxes or other statutory charges and (unless otherwise stated) for profit and everything necessary to complete the work. |
| 1.13 | Modifications to Contract |
|  | The contractor shall not approach the Supervising Officer for a decision to modify the contract. Such enquiries shall be addressed to the General Manager, Estates Technical Services, Salisbury District Hospital, Salisbury, Wiltshire SP2 8BJ. |
| 1.14 | Bribery |
|  | The Employer shall be entitled to terminate the contract and to recover from the contractor the amount of any loss resulting from such cancellations if the contractor shall have offered or given or agreed to give any person any gift or consideration of any kind as an inducement or reward for doing or forbearing to do or having done or forborne to do any action in relation to the obtaining or execution of the contract or any other contract with the trust or if the like acts shall have been done by any person employed by him or acting on his behalf [with or without the knowledge of the contractor] or if in relation to any contract with the Employer, the contractor or any person employed by him or acting on his behalf shall have committed an offence under the Bribery Act 2010. |
| 1.15 | Area for Works -  |
|  | A sufficient area of the site will be allotted to the contractor for the execution of the works, storage of materials etc and the contractor will be required to confine his operations and his employees to this area. The contractor shall not use the land or buildings allotted to him for any purpose other than the proper execution of the contract and he shall obtain approval for the sitting of all temporary roads, paths, sheds, spoil heaps etc. |
| 1.16 | Interruption of Hospital Services  |
|  | The contractor will not be permitted to interfere with or interrupt the normal working of the hospital. Should it be necessary for work to be carried out outside normal working hours, this will be carried out on a day work basis and be authorised by the Supervising Officer. Where work is carried out in buildings which remain in use, the contractor is to cause as little inconvenience as possible to the occupants and must strictly adhere to any regulations that may be imposed by the Supervising Officer. |
| 1.17 | Priced Specification |
|  | The contractor shall, within three working days of being notified that his tender is under consideration, supply the Supervising Officer with a fully priced and signed copy of the specification in which the prices when extended must total up to the actual amount of his tender. Such prices must include for all work shown on the drawings and described in this specification.The rates in the priced specifications shall be used at the final account stage, to value all similar additional works which the contractor may have been instructed to carry out, at the construction stage.All quantities stated in this specification and any supporting documentation are approximate only and should not be used as a basis for tendering. |
| 1.18 | Tender |
|  | **Submission of Tender** |
|  | 1. The contractor must submit his tender in the envelope provided before the date and time stated in the letter of invitation.
 |
|  | 1. The form of tender, priced specifications, plus the summary of tender, Sections 5 and 6 of this specification and the bona fide certificate must be returned fully completed, in the envelope provided.
 |
|  | 1. The lowest tenderer and possibly the second lowest tenderer will be asked to return to the trust a full priced specification.
 |
|  | Tenders should remain open for acceptance for 2 calendar months from the date of tender. The Trust does not bind itself to accept the lowest or any tender. Contractors tendering do so at their own cost. |
| 1.19 | Programme |
|  | The programme of works will be agreed when the tenders are received. The contractors are reminded that the Trust may take up to two months before accepting a tender and contractors are to price this work on this assumption. |
| 1.20 | Building Regulations |
|  | The works shall comply with the current Building Regulations and the contractor shall notify Building Control at every stage of the construction as required. |
| 1.21 | Contractor's Equipment |
|  | Unless specific arrangements are made to the contrary, the contractor shall, at his own expense, provide all materials, labour, haulage, tools, tackle and apparatus necessary to execute and complete the works. Where appropriate, the items shall be have been tested/calibrated as required and conform with current health and safety legislation. |
|  | The Employer and it staff will not be available to assist with off-loading equipment, plant or materials. The contractor shall make the necessary arrangements for this as appropriate. The contractor shall not have access to any Employers equipment unless by prior arrangement and agreement with the supervising office in writing. Only 110 volt equipment and tools shall be used. Electric welding equipment shall not be connected to the electricity supply without the prior agreement of the Supervising Officer, given in writing. |
|  | All portable electrical equipment shall be fully tested in compliance with the Electricity at Work Regulations 1989. |
|  | No Acetylene gas is to be brought on to any Trust site without express knowledge of the Supervising Officer and seeking and obtaining written permissions for use of such equipment.  |
|  | All equipment shall be serviceable tested/calibrated as appropriate and shall fully comply with current Health and Safety Legislation. |
| 1.22 | Health, Safety and Welfare |
|  | 1. The contractor shall, in so far as he is responsible, ensure that all health, safety and welfare measures required under or by virtue of the provision of any enactment or regulations or the working rules of any industry, are strictly complied with.
 |
|  | 1. **Regulations**
 |
|  |  The contractor's attention is drawn particularly but not exclusively to the following: |
|  | 1. Health and Safety at Work Act 1974
 |
|  | 1. Control of Pollution Act 1974 and Amendments 1989
 |
|  | 1. Health and Safety [First Aid] Regulations
 |
|  | 1. Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995
 |
|  | 1. COSHH Regulations 2002
 |
|  | 1. Control of Noise at Work Regulations 2005
 |
|  | 1. Electricity at Work Regulations 1989
 |
|  | 1. Management of Health and Safety at Work Regulations 1999
 |
|  | 1. The Manual Handling Operations Regulations 1992
 |
|  | 1. The Workplace [Health, Safety and Welfare] Regulations 1992
 |
|  | 1. Personal Protective Equipment at Work Regulations 1992
 |
|  | 1. The Construction [Design and Management] Regulations 2007
 |
|  | 1. Environmental Protection Act [EPA] 1990
 |
|  | 1. Duty of Care [EPA 1990] – Item 34
 |
|  | 1. The Special Waste Regulations 1996
 |
|  | 1. Control of Asbestos at Work Regulations 2006
 |
|  | 1. Water Supply (Water Fittings) Regulations 1999
 |
|  | *NOTE: The contractor is to be aware of and implement the full contractor's duties under [m] above, if applicable. This will place a requirement on the contractor:* |
|  | 1. at tender stage, to develop the Health and Safety Plan for the construction
 |
|  | 1. During construction, to implement, monitor and develop the Health and Safety Plan and to assist in completing the health and safety file for the project for passing onto the client on completion.
 |
|  | 1. **Trust Policies**
 |
|  |  The contractor should be aware that the Trust has its own Policies, some of which are detailed below:1. Health and Safety Policy.
2. Water safety policy
3. Policy for the Inclusion of the Infection Prevention & Control Team within Building Change & Maintenance.
4. Data Protection & Confidentiality Policy
5. Hand Hygiene for Staff
6. Waste Management Policy
7. Prevention & Management of Natural Rubber Latex Allergy
8. COSHH
9. Security Policy

 These Policies are available from the Trust website or on written request by the contractor. |
|  | 1. **Safe Working Procedures**
 |
|  |  By nature of their work, visiting contractors can expect that in the course of their normal activities, they may be exposed to possible hazards and that these may also affect patients, staff and visitors. This possibility shall be guarded against by taking appropriate precautions and adopting safe working procedures. **This is particularly important where the works take place in areas where children and/or mentally ill patients are present. In these areas, tools, equipment etc shall NEVER be left unattended.** |
|  |  Whilst there are many activities and circumstances where hazardous situations may exist, the trust has particularly identified the following activities for which a "Permit to Work" system if in operation: |
|  | 1. Electrical equipment and installations (the Department of Health Electrical Safety Regulations)
 |
|  | 1. Medical Gas and Vacuum systems & equipment
 |
|  | 1. Decontamination Equipment
 |
|  | 1. Confined Spaces
 |
|  | 1. Steam Systems
 |
|  | 1. Hot Work
 |
|  |  In addition, scaffolding must be certified as safe to climb before it is used and every 7 days whilst in use |
|  |  A permit to work shall be required from and obtained by the contractor's representative, from the appropriate Trust Authorised Person prior to work commencing. The Supervising Officer will advise as appropriate. |
|  | 1. **Contractor Safety Policy**
 |
|  |  The contractor will be requested to supply a copy of the company’s Health and Safety Policy and give details of the person[s] responsible for organising and maintaining site supervision in respect of health, safety and welfare matters for the purpose of the contract. |
|  | 1. **Public Safety**
 |
|  |  The contractor shall be responsible for complying with statutory requirement in respect of public safety for all work in connection with the contract. |
|  |  Attention is drawn to the need to provide safe pedestrian access around the perimeter of the work and to and from any adjacent buildings during the stages of construction. |
|  |  The contractor shall take such precautions and carry out the work in such a manner as is necessary to prevent injury to the occupants of existing neighbouring building. |
|  | The contractor shall produce jointly with the Trust a Building Environment Risk Assessment which is to be approved by the Trust’s Infection Control Team. |
|  | 1. **Prohibited Materials**
 |
|  | The contractor shall not employ on or incorporate in the works any of the following materials and shall impose a like obligation upon all subcontractors. |
|  | 1. High alumina cement in structural elements
 |
|  | 1. Asbestos materials or products
 |
|  | 1. Wood work slabs in permanent form work to concrete or in structural elements
 |
|  | 1. Calcium chloride in admixtures for use in reinforced concrete
 |
|  | 1. Calcium silicate bricks or tiles
 |
|  | 1. Lead or any products containing lead for use in connection with drinking water
 |
|  | 1. Aggregates for use in reinforced concrete which do not comply with BS882: 1992 aggregates for use in concrete which do not comply with the provisions of BS8110: 1985 unwashed sea-dredged aggregates
 |
|  | 1. Urea formaldehyde foam in materials that contain formaldehyde in quantities that may be hazardous according to the limits set out by the Health and Safety Executive at time of use.
 |
|  | 1. Materials which are generally composed of mineral fibres, manmade or naturally occurring, which have a diameter of 23 microns or less and length of 200 microns or less which contain any fibres not scaled or otherwise stabilised to ensure that fibre migration is prevented.
 |
|  | 1. Any other materials or substances known to be deleterious at the time of use or to the durability of the structure in the circumstances in which they are being used.
 |
|  |  In the event of any such materials being specified by or on behalf of the employer, the contractor shall immediately draw the attention of the employer to this fact and require him to issue alternative instructions in regard thereto. |
|  | **viii ASBESTOS CONTAINING MATERIALS** |
|  |  The tenderer is required to comply with the provisions of the Control of Asbestos Regulations and relevant Codes of Practice when working with asbestos containing materials. The onus is upon the Tenderer to ascertain on his pre-tender visit to site whether or not the new work covered by the tender enquiry will necessitate his staff entering any hazardous area or connecting into existing services insulated with asbestos and include for his costs related to such work involvement in his submitted tender. Any information that may be available regarding potentially hazardous working areas in which care must be taken or existing insulation to be broken into which necessitates special precautions will be made know to the Tenderer on his request to the Supervising Officer. All Tenderers will be deemed to have visited the site and no post-contract claims will be allowed for work arising from the above requirements and for which due allowance should have been included in the submitted tender. |
| 1.23 | Hours of Working |
|  | The contractor shall allow, in his tender, for the hours of working which is trade practice. No extra for overtime working will be payable unless this is as a result of a definite instruction in writing by the Supervising Officer. |
|  | Working outside normal working hours is not allowed, unless by prior arrangements with the Supervising Officer, then the policy for attending sites outside normal work hours (Reference the Trust’s Security Policy, Section 5.6) will be applicable. |
|  | Contractors will be required to notify the Supervising Officer or his representative of their attendance on site each working day. Particular arrangements will be agreed when the official order is placed. |
| 1.24 | Safeguarding the Works |
|  | The contractor shall take all necessary measures for safeguarding the works and for the safe custody of all materials, fittings and equipment delivered to site for himself and his subcontractors engaged on the works. He will be required to make good any loss or damage without charge to the Trust. |
| 1.25 | Fire Precautions |
|  | 1. The contractor shall allow for and take all reasonable precautions to prevent the outbreak of fire and shall seek the advice of and carry out the instructions given by the trust’s fire and safety officer, in accordance with the trust's fire policy and/or the local Fire Brigade Officer.
 |
|  | 1. The contractor shall draw the attention of all his workmen to the special vulnerability of hospital patients in the event of fire. The dangers involved in the careless disposal of matches, cigarettes and tobacco ash must be fully impressed on them.
 |
|  | 1. Smoking is only permitted in designated areas. A "NO SMOKING" policy is operated in ALL OTHER AREAS [including plant rooms, boiler rooms, lift motor rooms, roof spaces etc]. The contractor's workmen are required to strictly confirm with the "No Smoking" rules applicable in all areas of the hospital.
 |
|  | 1. Fire escape routes and access routes for fire applicants are to be kept unobstructed at all times. Escape routes in buildings shall be illuminated where necessary.
 |
|  | 1. The contractor’s working area must be separated from occupied parts of any building under refurbishment/alteration/extension by a barrier providing half hour fire resistance, minimum.
 |
|  | 1. The Trust operates a Hot Work Policy. Before any hot work is undertaken, the supervising office shall be notified and a Hot Work Permit obtained [see Section 120. Iv] a suitable fire extinguisher shall be provided by the contractor and be readily available at all times.
 |
|  | 1. The contractor shall, at the end of each day's work, arrange for all cylinders containing flammable gases such as, propane, butane or similar gas to be collected and stored in a fireproof store situated not less than 10 metres from the nearest hospital building.
 |
|  | 1. The contractor shall, during the progress of the work [at least daily], remove from site any combustible debris and rubbish created by the works.
 |
|  | 1. Materials arising from the works shall not be burnt on site.
 |
|  | 1. All flexible covering materials used internally within the works shall comply with the Loss Prevention Standard LPS 1208 relating to flame retardancy.
 |
|  | 1. Construction materials that are combustible or are packed with easily ignitable material shall be kept in locked stores or rooms secure against intrusion.
 |
|  | 1. No Acetylene gas is to be brought to any Trust site without express knowledge of the Supervising Officer and seeking and obtaining written permissions for use of such equipment.
 |
|  | 1. The contractor shall provide the following:
 |
|  | 1. Suitable means of raising the alarm throughout the site.
 |
|  | 1. Fire fighting equipment as certified to British Standards BS EN3.
 |
|  | 1. Instruction to his own and sub contractor's staff on the action to be taken in the event of fire.
 |
|  | 1. Suitable notice regarding fire procedure.
 |
|  | 1. A fire plan showing escape routes:
 |
|  |  Sign boards shall be erected [by agreement] at access points from public roads, identifying the name by which the site is to be known. |
| 1.26 | Damage to Property |
|  | In addition to his duty to indemnify the trust and insure against injury to property under the Conditions of Contract, the contractor is to allow for making good damage, including damage caused by the storage of materials whether done by his employees or any subcontractor, to the works, roads, paths, verges, fences, walls, grounds, gardens and buildings on site and services above/below ground. |
| 1.27 | Control of Noise and Nuisance |
|  | The contractor shall take all necessary measures to minimise noise and all other nuisance to the occupiers or users of adjacent or adjoining buildings and shall comply with all direction of the employer in this respect. Compressors, drills etc, shall be fitted with silencers, |
|  | The contractor shall not permit his employees to use radios or other audio equipment in a way or at times which may cause a nuisance. |
| 1.28 | Electrical Interference |
|  | No item of electrical equipment is to be used in the work, unless it is fitted with a suppressor which ensures that there is not interference with hospital electronic equipment.  |
|  | Short-wave radio or electronic equipment shall not be used without the approval of the Supervising Officer. |
| 1.29 | Standard of Dress |
|  | Contractors working in occupied areas of the Salisbury NHS Foundation Trust are expected to maintain a suitable standard of dress, maintained in a clean and tidy condition, i.e. appropriate overalls. Partially clothed personnel will not be allowed to work. |
|  | It is in the interest of both contractor and employer that workmen create an impression of cleanliness and efficiency for the benefit of patients, hospital staff and fellow workmen. |
|  | Contractors are to be courteous, polite and their volume of speech adjusted so as not to extend further than the site boundaries. |
| 1.30 | Trade Attendance |
|  | Allow for general attendance of all trades upon all other trades and subcontractors, including removing and re-fixing fittings, fixtures, coverings etc as may be necessary. |
| 1.31 | Site Operatives on Site Other than Contractor’s Personnel |
|  | If required, during occupancy, the contractor is to allow on site, gas, electricity, water, telephone companies and in agreed circumstances, the trust’s own direct labour. |
| 1.32 | Access Routes |
|  | All access routes shall be kept clear and maintained at all times. |
| 1.33 | Reinstatement of Land |
|  | The land occupied by temporary buildings and skips shall be reinstated to its original condition immediately following their removal. All areas immediately adjacent to the work shall be cleared of rubble/debris etc, caused by the work. |
| 1.34 | Scaffolding and Hoardings etc |
|  | The contractor shall provide all necessary temporary fencing, hoardings, planked foot ways, guard rails, gantries, scaffolding and the like for the protection of all persons for the proper erection of the work and for meeting the requirements of the Health and Safety at Work Act. |
| 1.35 | Attendance on Sub Contractors |
|  | The contractor shall attend on all nominated subcontractors, specialists and others executing work for which prime costs or provisional sums are included and where the words "and for attendance etc, as described" appear in the specification. The contractor shall include for ordering and arranging for work to be executed to suit the progress of the main contract and for providing all facilities for the proper execution of the work. |
| 1.36 | Holes and Chases |
|  | The contractor is to allow for providing all holes and chases for the M and E Contractors and to make them good for decoration. |
|  | Holes and ducts in the floors will be the responsibility of the main contractor to ascertain what is required from the sub‑contractors and insert these to the requirements. He is to ensure the thickness of the slab, as specified, is retained under any such duct formed. |
| 1.37 | Fixing |
|  | The contractor is to allow for the fixing of materials/goods delivered to site by nominated suppliers including ordering, taking delivery, unloading, unpacking, stacking, storing, sorting, distributing, hoisting, assembling, fitting, fixing, returning empty crates or packages, carriage paid to the suppliers and obtaining credit there from. |
| 1.38 | Payments and Valuations |
|  | Valuations will be carried out monthly as appropriate and an appropriate certificate issued. Preliminaries will be paid on a percentage of the work completed and not on time-scale.  |
| 1.39 | Profit and Attendance Prices |
|  | Profit and attendance sums placed on provisional sums will be worked out and when the actual figure is obtained before or after the contract stage, the percentage obtained will be altered to the actual sums. |
| 1.40 | Protection of Services and Property |
|  | The contractor shall allow for the protection of all Salisbury NHS Foundation Trust services and property and if due to inadequate precautions, such property is damaged, the contractor shall repair the same at this own expense. |
| 1.41 | Protecting Work |
|  | The contractor shall carefully protect all work [including sub contractor’s work] and fittings liable to cause injury. The contractor shall provide [and subsequently clear away] all necessary temporary coverings and casings, temporary chutes, plumbing, rainwater gutters and pipes etc and temporary roofs and weatherproof screens.  |
|  | The contractor shall allow for making good all damage by frost, inclement weather or other cause to the entire satisfaction of the Supervising Officer. |
| 1.42 | Frost Precautions |
|  | Suitable approved precautions must be taken if work is executed in freezing weather or when there is a chance of frost occurring. Alternatively, the contractor must allow for the suspension of building operations during such weather conditions, the use of additives in concrete and mortar is not permitted. |
| 1.43 | Drying Out The Works |
|  | The contractor shall allow for drying out the building and maintaining temperatures suitable for the materials incorporated therein at all times including the provision of all plant, fuel, power and labour in attendance. The permanent heating installation will not generally be available for drying out. |
| 1.44 | Removal of Waste |
|  | The contractor shall clear and cart away all surplus material and rubbish [including that of sub‑contractors]. All legislation relating to the safe disposal of waste shall be complied with Reference the Trust’s Waste Management Policy.  |
|  | The Supervising Officer shall be notified of any special waste disposal. |
| 1.45 | Cleaning on Completion |
|  | All work shall be cleaned upon completion and the premises should be left in a clean condition, ready for immediate occupation, including cleaning out gutters, rain‑water pipes, sweeping flues, scrubbing floors, paving’s etc, cleaning cisterns and all sanitary and other fittings, touching up paint work, oiling and adjusting hinges, locks, bolts and other ironmongery and cleaning all glass inside and out, to the Supervising Officer's satisfaction. |
| 1.46 | Traffic/Pedestrian Control |
|  | Where the contract involves pedestrian and/or vehicular traffic, the contractor shall provide signs, bollards and warning lights to meet the safety requirements of the trust for himself and subcontractors. |
|  | i. All road signs are to comply with the Road Traffic Act 1988 Section 36.ii All other signs to comply with BS 5378. |
| 1.47 | Injury Damage and Insurance |
|  | The financial amount to be inserted into Item 5.3 of the Minor Works Agreement is to be a minimum of £5,000,000 or, if otherwise, to be stated in a letter at the submission of tender stage. |
| 1.48 | VAT |
|  | The contractor will be asked to provide the following information to the trust to allow VAT to be assessed: |
|  | 1. The labour content of the contract
2. The material content of the contract
3. The areas which will be designated as maintenance will need to be identified separately during the contract between the hospital and contractor’s surveyor and the contractor’s surveyor will be required to price these areas separately.
 |
| 1.49 | Site Supervision |
|  | The contractor shall ensure that constant and proper supervision is provided for all work undertaken, including that outside normal working hours.At all times during construction, an individual must be appointed by the main contractor to be responsible for the site and to whom Salisbury NHS Foundation Trust may relate any problems. |
| 1.50 | Emergency Recall to Work |
|  | The contractor shall provide the Supervising Officer with a list of emergency telephone numbers for key personnel, in the event of failure occurring outside normal working hours. This list shall be handed to the Supervising Officer prior to the work starting on site.The cost of any emergency work carried out by the trust staff which is a result of defective work by the contractor may be deducted from the contract sum. |
| 1.51 | Checks on Completion |
|  | i. The contractor shall check that on completion of the work, all plant, equipment and services are left in full working order and shall give written confirmation of this in his report to the Supervising Officer. |
|  | ii. The contractor shall provide all equipment necessary for testing the work. |
| 1.52 | Security of the Work Site |
|  | i. The contractor shall ensure that the execution of the work does not endanger the security of any other part of the hospital and shall liaise with the employers’ representative and follow any recommendation given. |
|  | ii. He shall, before leaving each working day, secure the work, all plant, equipment and materials and shall immediately report any losses to the employers’ representative.  |
|  | iii. He shall ensure that ladders, scaffolding and other plant are, at no time, left unattended, when in use and when not in use and are to be secured under lock and key or by padlock and chain in such a fashion as to prevent that being used by any patient or unauthorised persons. Ladders etc, must be taken down immediately after use and every possible precaution is to be taken at all times to ensure that no patient or unauthorised person is allowed to climb upon them. |
|  | iv. Any keys which may be loaned to the contractor must be kept in the care of the foreman or charge-hand who is to be responsible for their safe keeping and must be returned to the employer. |
| 1.53 | Temporary Suspension of The Work |
|  | i. **Operational reasons** |
|  | The trust reserves the right to require the contractor to temporarily suspend any activity which interferes with the running of the hospital. Any such suspension will be ordered only by the employers’ representative or named person in writing if necessary. The period of suspension and details of the work delayed shall be recorded in the site diary. |
|  | ii. **Safety Reasons** |
|  | The trust reserves the right to require the contractor to temporarily suspend any activity which or exclude from the work, any person who breaches a safety regulation or any other requirement of this document. Any such suspension will be ordered only by the employers’ representative by the fastest possible means and supported in writing a soon as reasonably practicable. Any costs or loss of time, due to a suspension of this nature, will be borne by the contractor. |
| 1.54 | Persons Under 18, Animals or Pets |
|  | No persons under 18 years of age, animals or pets shall be allowed in the vicinity of [or on] the site without the prior agreement [in writing] of the Supervising Officer. |
| 1.55 | Site Meetings  |
|  | A representative in authority from the main contractor will be asked to visit site once a week at a particular time to meet the hospital's supervising staff to resolve any problems. Minutes will be taken once a month for the contract record. |
| 1.56 | Competence of Contractor’s Operatives |
|  | The contractor will be required to provide evidence of competency of operatives working under him.Approved subcontractors will be expected to be registered with one or more of the following professional associations as appropriate.Heating & Ventilating Contractor’s Association (HVCA)GasSafe registerOFTECWater Industry Approved Plumbers Scheme (WIAPS)Electrical Contractors Association (ECA)National Inspection Council for Electrical Contracting Industries (NICEC) |
| 1.57 | Construction Industry Scheme |
|  | Contractors must comply completely with Clause 5.3 of the JCT Agreement for Minor Works Building with Contractors Design (2011). |
| 1.58 | Confidentiality  |
|  | During the course of the contract, the contractor and/or his subcontractors may see or hear information that may be confidential and/or of a personal nature. This information shall not, at any time, be disclosed to a third party. Breaches of this condition may lead to termination of the contract. Misuse or unauthorised disclosure of personal information may lead to a breach of the Data Protection Act 1998.  |
|  | You will be required to sign and Confidentiality Agreement – Section 6 and return it with your tender documents. |

# SchedulesS E C T I O N 2

**SPECIAL CLAUSES**

|  |  |
| --- | --- |
| 2.01 | Construction Design Management Regulation (2007) – CDM Regulations |
|  | This project is subject to the CDM Regulations and the contractor shall comply with these regulations in total. The Pre Tender Safety Plan is enclosed. |
| 2.02 | Facilities |
|  | The contractor may only use the facilities [water, power, telephones etc] after prior arrangements with the Supervising Officer:  |
|  | These facilities will be metered at the contractor’s expense and meter readings will be taken prior to and on completion of the contract. |
|  | 1. **Water**
 | Available in the vicinity of the area of the works |
|  | 1. **Power**
 | Available on site. |
|  | 1. **Telephones**
 | Responsibility of the Contractor. |
|  | 1. **Lavatories**
 | Must be maintained in a clean and tidy condition |
|  | 1. **Canteen facilities**
 | Operatives must be clean and tidy |
|  | 1. **Disposal**
 | No trust waste skips are available for contractor’s use |
|  | 1. **Parking**
 | Facilities may be available for contractor’s use – where appropriate, they will be made available by the Supervising Officer who will arrange the necessary permits which must be visibly displayed. A wheel clamp system is in operation. |
| 2.03 | Temporary Accommodation/Storage |
|  | The contractor may be required to provide temporary accommodation for the duration of the works. Any such accommodation should be suitable for its intended use and cosmetically appropriate to the hospital environment. Siting shall be agreed with the employer's representative. |
|  | Temporary accommodation shall be removed as soon as practical on completion of work. |
| 2.04 | Advertisements/Signage |
|  | No notice or advertisement shall be erected or displayed without written consent from the Supervising Officer. The contractor shall allow for erecting the NHS “Building for the Future” sign, supplied by the Trust. |

# S E C T I O N 3

**QUALITY OF WORKMANSHIP AND GENERAL CLAUSES IN RELATION TO TRADE**

**This section is standard to all specifications and will be part of the contract documents.**

Should a contractor not be conversant with this section, then they are available on request from the Design Office.

# S E C T I O N 4

|  |  |  |
| --- | --- | --- |
|  |  | **£** |
| **4.Y.01** | **SCOPE OF WORKS**To carry out a refurbishment of an existing plant room serving an accommodation building. The following specification will detail the mechanical services required for the above works (see existing and proposed layouts as required). |  |
|  |  |  |
| **4.Y.02** | **DOMESTIC HOT AND COLD WATER** |  |
| **a)** | The existing hot water capacity is a vented system comprising of 2x 210litre copper cylinders heated from 2x adjacent domestic wall hung boilers. |  |
| **b)** | The new hot water capacity shall be 2x 210litre OSO super coil unvented hot water cylinders and shall be piped in series reverse return to ensure storage use. |  |
| **c)** | The existing MCW service shall be connected into the tank down service to ensure the building has unvented domestic hot and a balanced pressure cold water service. This work shall be carried out in the cupboard area on the third floor. The cold water storage and F&E tanks shall be decommissioned as necessary and remain in situ in the roof space. |  |
| **d)** | Allow for alterations to the existing 2” copper cold feed to new mains cold feed. Incorporate a 28mm PRV and check valve and connect directly the feed of the cylinders. Connect the secondary return and 2x Hattersley single regulating valves into the feed as necessary. The existing secondary circulating pump and valve set situated in the hot water flow shall be removed and new pipe work installed.  |  |
| **e)** | **Temporary hot water supply** due to the nature of the resident within the blocks there is a need to maintain the hot water service. For the duration of the changeover of the storage cylinders supply and install temporary hot water capacity to approx. 210litres. This may be provided as necessary but should be installed prior to the change over and be capable of being replenished within 30 mins from cold. Allow for decommissioning the temporary supply and to reinstate the new service.  |  |
| **f)** | The new circuit which shall be tested and chlorinated as soon as final connections are made. Final connections can only be made once all new circuits are terminated. Due to complications with pipe work circuit’s chlorination shall be done on the complete system within the block.  |  |
|  |  |  |
|  | **Forward to Sub-Summary of Tender** |  |
|  |  |  |
| **4.Y.03** | **DOMESTIC GAS ALTERATIONS**  |  |
| **a)** | The existing 28mm gas feed to the hot water boilers shall be isolated prior to the meter, disconnected and stripped out fully including the meter and capped at the main. The existing 1¼” iron gas feed and meter shall remain but be altered to the new boiler arrangements as required.  |  |
|  |  |  |
|  | **Forward to Sub-Summary of Tender** |  |
|  |  |  |
| **4.Y.04** | **LOW TEMPERATURE HEATING**  |  |
| **a)** | The existing 5x gas wall hung domestic heating boilers shall be isolated, disconnected and cleared from site. The flue penetrations through the wall shall be bricked back in as close as possible to the existing brick type.  |  |
| **b)** | The existing flow/return header shall be cut back as far as the heating three port valve and cleared from site. Supply and install a new purpose made 80mm iron low loss header with necessary tapping’s to the new boiler centres and isolating valves.  |  |
| **c)** | Allow to reconnect the existing 1½“ heating F&R circuit and run a new 28mm primary F&R to from the new hot water cylinders incorporating a new Grundfos Magna1 25-60 circulating pump and valves. |  |
| **d)** | Supply and install 2x new Remeha Broag QP45 boilers complete with rear through the wall flues. Connect to the new low loss header as necessary and provide new Grundfos Magna1 32-60 circulating shunt pumps, safety valves (set to 3bar) and a 15mm port to allow connection of a flow sensor (sensor by others)  |  |
| **e)** | Supply and install new Boss MX1-3H/L pressurisation unit with 100 litre expansion vessel connected in to the low loss header. Run new 15mm mains cold feed make-up as necessary. |  |
| **f)** | A new 32mm plastic condensate drain shall be run from the boilers through the wall and drain into the existing external gully. |  |
| **g)** | Upon completion the new boilers shall be tested and commissioned by manufacturers recommended engineers and test certificated handed to the supervising engineer. |  |
| **h)** | Allow to employ a specialist contractor to clean, flush and dose with inhibitor the complete heating system, test certificated handed to the supervising engineer. |  |
| **i)** | Allow a PC sum of £11,000.00 For SSE to wire and make alterations to the existing controls strategy and alter the existing panel as required. | Nil to summary |
| **j)** | Add for profit and attendance on the above item  |  |
| **k)** | The above boilers shall have fitted into the return from the header a new 1¼” Magnetic Filtration unit. Suitable isolation shall be incorporated. |  |
|  |  |  |
|  | **Forward to Sub-Summary of Tender** |  |
|  |  |  |
| **4.Y.05** | **THERMAL INSULATION** |  |
| **a)** | Thermal insulation, covering and identification shall be applied to all services as detailed in section D3.02 in accordance with the National Health Service Model Engineering Specifications.Thermal insulation shall be applied to:-• All new and existing HWS, CWS and MCW piped services and where altered• All new and existing Heating pipework and where altered. |  |
| **b)** | Insulation shall be H&V sectional foil clad pipe line indication tapes fitted with directional indicators. |  |
|  |  |  |
|  | **Forward to Sub-Summary of Tender** |  |
|  |  |  |
| **4.Y.06** | **MISCALLANIOUS ITEMS** |  |
|  | **BUILDING WORKS IN CONJUNCTION (BWIC) MECHANICAL INSTALLATIONS** |  |
| **a)** | The Contractor shall ensure that his tender includes for all necessary BWIC with the installation.The Contractor shall produce fully dimensioned drawings detailing allbuilders work required to be carried out to facilitate works detailed within this specification and associated drawings.The Contractor shall be responsible for all BWIC with the engineering services installation, this shall include, but is not necessary limited to the following items:-i) Holes penetrations through walls, floors, ceilings and roofs for new ductwork, dampers, pipework etc, ensuring fire rating integrity is maintainedii) Removal and reinstatement of existing ceilings and associated grids where necessaryiii) Removal/modification of existing builders work ducts, boxings and upstands etc to facilitate modification of existing servicesiv) Full fire stopping of all penetrations, e.g. holes in walls, floors, ceilings etc connected to the works. |  |
| **b)** | The Works IncludeThe Contractor shall include in his contract sum for all building and associated works in connection with this project as described in the Contract documents, including completion of all building works and other tasks and operations, identified in this and the mechanical section of the specification and on all other drawings or documents associated with the works, to successfully complete the works to the satisfaction of the supervising officer. The Contractor shall include for the provision of all apertures through floors, structural ceilings, walls and the like, to install new ductwork, fire dampers, cables, plant etc all as described within this document and on the associated Tender Drawings. The Contractor shall include for the provision of protection for and of other building users, including visitors and visitors children, from all the foregoing. The Contractor shall include for and provide all other labour, materials, access, plant, equipment, tolls, programming, supervision, etc. for the foregoing, not specified here or elsewhere, to successfully complete the works. |  |
|  |  |  |
|  | **Removal and Disposal of Redundant Services & Equipment** |  |
| a) | The Contractor shall be responsible for the making safe, removal and safe disposal of all redundant mechanical plant and services as detailed within this specification and on the drawings. The Contractor shall be responsible for all disposal and transport costs associated with these removals. |  |
|  |  |  |
|  | **Commissioning & Demonstration** |  |
| a) | The Contractor shall carry out commissioning and demonstration to the Employer’s appointed representative, of the complete installation, to verify that all performance criteria are being achieved, as detailed in section D2. |  |
|  |  |  |
|  | **O&M Manuals & As-Fitted Record Drawings** |  |
| a) | The Contractor shall provide O&M Manuals and as fitted information in accordance with section D1. |  |
|  |  |  |
|  | **Training & Demonstration** |  |
| a) | In addition to the demonstration of the installation to the Employer’sRepresentative, the Contractor shall also allow demonstrating to the estates staff all facets of the installation, including specialist elements in the detail necessary to permit the Employer’s staff to competently operate the building and all its systems. |  |
|  |  |  |
|  | **Forward to Sub-Summary of Tender** |  |

# S E C T I O N 5

# PROVISIONAL SUMS

|  |  |
| --- | --- |
|  | **£** |
| Include the Prime Cost Sum as follows to be expended at the sole discretion of the Supervising Officer and on his instruction and which shall be adjusted in whole or in part in the final account. |  |
| Allow a Prime Cost Sum of £ for SSE to carry out all necessary wiring and controls works for the new boiler arrangements.  | £11,000.00 |
| **These are included within seCtion 4.** |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  | £11,000.00 00 |
| CONTINGENCIES |
| Include the contingency sum as follows to be expended at the sole discretion of the Supervising Officer and on his instruction and which shall be adjusted in whole or in part in the final account |  |
|  |  |
| **These are included within setion 4.** | .00 |
|  | £5,000.00.00 |
|  |  |
| **TOTAL - CARRIED TO SUMMARY OF TENDER** | £16,000.00 |
|  |  |

# S E C T I O N 6

**BONA FIDE CERTIFICATE**

The essence of selective tendering is that the client shall receive bona fide competitive tenders from all those tendering.

In recognition of this principle, we certify that this is a bona fide tender, intended to be competitive and that we have not fixed or adjusted the amount of the tender by or under or in accordance with any agreement or arrangement with any other person. We also certify that we have not done and we will not do at any time before the hour and date specified for the return of this tender, any of the following acts:

a. Communicate to a person other than the person calling for the tenders, the amount or approximate amount of the proposed tender, except where disclosure, in confidence, of the approximate amount of the tender is necessary to obtain insurance premium quotations required for the preparation of the tender.

b. Enter into any agreement or arrangement with any other person that he shall refrain from tendering or as to the amount of any tender to be submitted.

c. Offer, give, pay or agree to pay or give any sum of money to consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any other tender or proposed tender for the said work any act or offer of the sort described above.

|  |  |
| --- | --- |
| tender for |  |
| signed |  |
| name |  |
| REPRESENTING |  |
| date |  |

**Note:** In this certificate, the word “person” includes any persons, body or association, corporate or incorporate and any “arrangement or agreement” includes any such transaction whether formal or informal and whether legally binding or not.

***Please return this Page with your Form of Tender***

**CONFIDENTIALITY agreement**

As a consequence of visiting Salisbury NHS Foundation Trust, when I/we may have access to information or knowledge that is confidential either to Salisbury NHS Foundation Trust, its employees or its patients, I/we undertake:

1. To treat such information in absolute confidence [with particular reference to the Data Protection Act 1998].
2. To ensure that I/we will not disclose any information to anyone else, either directly or by inference.
3. Not to make copies of any documents or other output from any media provided as part of the visit.
4. To indemnify the trust, without limit, against any loss occasioned by breach of this Agreement.

The foregoing restrictions on use and disclosure shall not apply to any such information which, at the time of disclosure, was generally available to the public.

|  |  |
| --- | --- |
| tender for |  |
| signed |  |
| name |  |
| REPRESENTING |  |
| date |  |

***Breaches of this agreement may lead to termination of the contract***

[See General Conditions and Preliminaries - 1.58]

###### **Please return this page with your Form of Tender**

# CONTRACTOR'S DECLARATION OF COMPETENCE

The objective of this ‘Contractors Declaration of Competence’ is to ensure that all owners, directors, and managers of all contracting companies declare that their employees are:

1. ‘Competent’ by way of relevant qualifications, training, knowledge and experience to carry out the work as indicated in the specification.
2. that they have received relevant Health and Safety training and are fully conversant with their responsibilities under the Health and Safety at Work Etc Act 1974

in order to ensure that the Health and Safety of their employees, and the employees, patients and visitors to Salisbury NHS Foundation Trust premises is not put at risk.

Salisbury NHS Foundation Trust sites are deemed as construction sites under the Health and Safety at Work Etc Act 1974

Particular attention is drawn to the following.

1. The main or principal contractor is responsible for the trade competence and the Health and Safety competence of all contractors and sub-contractors' staff
2. The main or principal contractor is responsible for liaising with all other contractors and sub-contractors regarding all matters relating to Health and Safety
3. Relevant personal protective equipment must be worn at all times e.g. safety helmets whilst erecting, dismantling or working on scaffold or in designated hard hat areas
4. All electrical extension leads and tools must be 110 volt and be tested in accordance with the Electricity at Work Regulations 1989
5. All new or altered electrical or mechanical installations must be ‘inspected and tested’ and an ‘agreement to connect’ (which may be verbal or written) obtained from the ETS Supervising Officer PRIOR to being connected to hospital systems
6. All persons working on gas installations (excluding medical gases) plant or equipment must be GasSafe registered for the specific work being undertaken and must be a named operative of a GasSafe registered business

Please complete this form, as the main contractor, in as much detail as possible and return it with your tender.

Should you be successful and are awarded the contract, you will be responsible for ensuring that forms are completed by all contractors and sub-contractors. These forms must be produced at the pre contract meeting.

Forms for subcontractors are available from the Project Administrator [telephone number: 01722 429003].

Please complete this section:

|  |  |
| --- | --- |
| Company Health and Safety supervisor |  |
| Site Health and Safety supervisor |  |
| Do you have a Health and Safety Policy? | Yes | No |
| Do you have an accident book and reporting procedure? | Yes | No |
| Do all staff receive Health and Safety training? | Yes | No |
| Are all staff aware of their responsibilities under The Health and Safety at Work Act 1974? | Yes | No |
| Do all staff have relevant personal protective equipment/clothing? | Yes | No |
| Has your company been (or is being) prosecuted for any Health and Safety infringement? | Yes | No |
| Are all staff deemed to be competent tradesmen regarding relevant qualifications, training, knowledge and experience? | Yes | No |
| Membership of relevant associations:e.g. NICEIC, HVCA |  |
|  |
| Date of last inspection |  |
| Salisbury NHS Foundation Trust may at any time request evidence to support the answers given above |
| tender for |  |
| signed |  |
| name |  |
| REPRESENTING |  |
| date |  |

I confirm that I have read and understood this ‘Declaration of Competence’ and the ‘General Conditions and Preliminaries’ and that all persons employed directly or indirectly by me will comply with them.

###### **Please return this page with your Form of TenderCONTRACTOR’S NAME** ..............................................................................................……….

**MECHANICAL DAY WORK RATES**

The following prime cost sums are to be included by the contractor in his tender and are deemed to include 2.5% cash discount where it is to be executed by a nominated subcontractor and 5% cash discount where materials only are to be supplied by a nominated supplier.

The contractor is to add any amount of profit or general attendance as he may desire.

## MECHANICAL DAY WORK RATES

Alterations not carried out on a Fixed Sum Basis are to be done on an appropriate Day Work Sheet which is to be signed by the Supervisor and a copy given to him for future reference.

All Day Work Sheets occurring during the previous months are to be presented properly priced at the formal monthly meetings.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Mechanical CRAFTSMEN** | Rate of pay per hour | = | £ |  |
|  | % for incidental costs, overheads and profit required | = |  | % |
| PLUMMER | Rate of pay per hour | = | £ |  |
|  | % for incidental costs, overheads and profit required | = |  | % |
| **Insulation Operative** | Rate of pay per hour | = | £ |  |
|  | % for incidental costs, overheads and profit required | = |  | % |
| **semi-skilled/labourer** | Rate of pay per hour |  |  |  |
|  | % for incidental costs, overheads and profit required |  |  |  |
| **MATERIALS** | required on additional materials | = |  | % |
| **SUB CONTRACTORS** | % required on sub contractors' additions | = |  | % |
| % required by builders on additional priced items submitted to employer by nominated or other subcontractors | = |  | % |
| % to include for all preliminaries, plant , scaffold, attendance etc associated with the following additional works | = |  | % |

***Please return this Page with your Form of Tender***

**CONTRACTOR'S NAME:** ..................................................................................

# SUB-SUMMARY OF TENDER

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  | **£** |
| **SECTION 1** | GENERAL CONDITIONS |  |  |
| **SECTION 2** | SPECIAL CLAUSES |  |  |
| **SECTION 3** | GENERAL CLAUSES |  |  |
| **SECTION 4** | SPECIFICATION |  |  |
|  | 4.Y.02 | DOMESTIC HOT AND COLD WATER |  |  |
|  | 4.Y.03 | DOMESTIC GAS ALTERATIONS |  |  |
|  | 4.Y.04 | LOW TEMPERATURE HEATING  |  |  |
|  | 4.Y.05 | THERMAL INSULATION |  |  |
|  | 4.Y.06 | MISCALLANIOUS ITEMS |  |  |
|  |  |  |  |  |
| **SECTION 5** | PROVISIONAL SUMS AND CONTINGENCIES**These are included within section 4**. | 16,000.00 |
| **SECTION 6** | BONA FIDE CERTIFICATE |  |  |
|  | DAY WORK RATES |  |  |
|  |  |  |  |
|  | **TOTAL TO FORM OF TENDER** |  |  |

***Please return this Page with your Form of Tender***

# FORM OF TENDER

**For: Wylye House Plant Room Refurbishment**

**At: SALISBURY DISTRICT HOSPITAL**

**To: SALISBURY NHS FOUNDATION TRUST**

I/We the undersigned, tender in accordance with the conditions below and undertake to carry out the works required including providing all materials, labour, plant and implements of every description necessary for the proper construction and completion in conformity with the Form and Conditions of Contract, Drawings and Specification for the sum of:

 £........................................................................... which total includes all Provisional and Prime Cost Sums set out in the Specification.

I/We estimate the amount of Value Added Tax which the Employer will be called upon to pay in the sum of £................................................................................. *DO NOT INCLUDE IN TENDER*

I/We undertake to enter into a Contract prepared by the Salisbury NHS Foundation Trust incorporating the documents referred to above and this tender and I/we agree that if my/our tender is accepted, this tender and the acceptance thereof, in writing, shall be the Contract until such time as the Form of Contract has been executed.

I/We undertake to complete the whole of the works within .............. weeks of date of order to commence.

AS WITNESS my hand this day of ..................................................…………… 2016

SIGNED .................................................... in the capacity of ...........................................…………

Authorised to sign tenders on behalf of .........................................................................................

Address..............................................................................................................................................

........................................................................ Telephone Number .........................................

Bankers ............................................................................................................................................