



**Maritime &  
Coastguard  
Agency**

**SOUTHBOURNE COASTGUARD RESCUE STATION (CRS) BOILER  
REPLACEMENT - SITE ADDRESS: ADMIRALTY ROAD, BH6 4BJ**

**CONTRACT REFERENCE: TCA 3-7-1725**

## **Requirements Specification**

### **Background**

The Maritime and Coastguard Agency (MCA) is an executive agency of the Department for Transport. The MCA is responsible for:

- minimising loss of life amongst seafarers and coastal users
- responding to maritime emergencies, 24 hours a day;
- developing, promoting and enforcing high standards of marine safety;
- minimising the risk of pollution of the marine environment from ships and where pollution occurs, minimising the impact on UK interests.

The MCA provides a full range of search and rescue, counter pollution, survey, inspection and enforcement activities, in and around the UK coastline (including Northern Ireland) and has seven major business activities, all within the Directorate of Maritime Services: -

- Search and Rescue
- Ship Safety and Pollution Prevention
- Seafarers' Standards
- Counter Pollution
- Survey and Certification of Ships
- Inspection of Ships and Enforcement of International Maritime Conventions
- Registration of ships and seafarers

The MCA acts as a 999 Emergency Call Service through its network of 10 Maritime Rescue Co-ordination Centres (MRCCs) and 1 Joint Rescue Co-ordination Centre (JRCC) plus two Data Centres in Aberdeen and Fareham. HM Coastguard is divided into operational areas around the UK and these rescue teams operate out of 500 sites around the coast. These sites require regular maintenance, general decorative updating and fit-out works.

## **2. Requirement Overview**

- 2.1 The Southbourne Coastguard Rescue Station (CRS) currently has a Gas boiler that is no longer in working order and beyond economical repair. The existing combi boiler is situated within the building and the heat source within the garage area is provided by a 25Kw Gas fired blow unit.



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**3. Technical Specifications**

**3.1 Boiler Replacement:**

- Drain down existing system remove gas boiler cap off gas supply after meter client's side (meter to be removed and supply capped off by gas provider)
- Supply and install 12Kw electric combi boiler connected to the existing pipework system.
- Alter pipework feeds to new boiler as necessary.
- Replace all the existing radiator valves with thermostatic valves, a power flush to the existing pipework.

**3.2 Electrical Work:**

- Advise of any other works needed regarding the electric conversion of the above requirement.

**4. Quality Assurance**

**4.1 Quality of Workmanship:** All works should be completed to a high standard, fit for purpose and in accordance with current British Standards, industry best practice and relevant Regulations for each work element. We require all suppliers to provide copies of their certification for this works. All electrical work is to be undertaken by a National Inspection Council for Electrical Installation Contracting (NICEIC) or equivalently accredited electrical engineer.

**4.2.** The contractor is to pay the necessary fees to all associated sub consultants, i.e. building control, local authority planning etc.

**5. General Specification**

**5.1** All items listed on the Scope of Work Schedule are to include all sundry items required to fully complete their installation. All items are to be installed in accordance with manufacturer's guidelines. All disturbed surfaces must be made good with any penetrations through fire wall compartments being made good with temporarily during the works and completed with a permanent approved solution affording the same fire rating as the compartment.



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**6. Health and Safety**

- 6.1 The works to be undertaken under the full remit of the Construction (Design and Management) (CDM) Regulations 2015 and any other applicable regulations. At this stage we do not anticipate that the project will be notifiable.

**7. Handover**

- 7.1 The contractor is to provide a handover file for the property, including copies of all Electrical Safety Test Certificates, maintenance/servicing information, building control certification, etc.

**8. Pricing**

- 8.1 The Tenderer must complete the Pricing Schedule included in the Jaggaer Portal Commercial Envelope.

**9. Guarantee**

- 9.1 We regard warranties as a key component of achieving overall best value for money. Full details of any warranties on the tendered equipment are required, including the period of cover.

**10. Delivery**

- 10.1 The MCA requires works to commence as soon as possible after contract award. Tenderers should state in their tender their lead time for commencing work and the expected time on site for completion of all works and handover to the MCA.

**11. Payment**

- 11.1 Payment shall be made upon completion of all works in accordance with the Conditions of Contract, and subject to the receipt of a valid and correctly submitted invoice. The MCA pays undisputed invoices 30 days in arrears.

**12. Site Visit**

- 12.1 It is considered essential that all Contractors visit the property before tendering to submit a realistic tender, and confirm the information provided within the



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tender documentation, and attendance/non-attendance will be considered as part of the evaluation process. Site visits are scheduled to take place week commencing 28th October 2024 and must be made by prior arrangement via the Jaggaer Portal email system. Please provide the names of the attendees and your preferred date and time.

**13. Submission of Tenders**

- 13.1 Tenders must be submitted by the deadline date stated in the Invitation to Tender document, and in accordance with the Instructions to Tenderers
- 13.2 Tenders are required to provide a full programme of works.

**14. Sustainability**

- 14.1 The MCA is committed to sustainable procurement. This means making the necessary decisions to protect our environment and to operate its procurement activity in an economically, socially, and environmentally responsible way. Tenderers should indicate ways in which their organisation promotes and practices sustainable development and how this can impact on this contract.

Consideration should be taken to account for the following areas:

**Origin and recycled/recyclable content of materials**

- Tenderers should detail the quantities used and recycle content of the product.
- Recyclability of product once it has reached its end of life.
- Type of paints and coverings used.

**Transport mode selected for freight**

- Tenderers should detail options to identify and promote measures to reduce emissions during transport of goods. Including rail freight or low emission/fuel efficient heavy goods vehicles

- 14.2 More information on the environmental consideration can be found at:



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<https://www.gov.uk/government/policies/making-sustainable-development-a-part-of-all-government-policy-and-operations>

<https://www.gov.uk/government/collections/sustainable-procurement-the-government-buying-standards-gbs>

**15. Social Value**

- 15.1 The contractor must provide a description of the actions they would take to minimise the amount of CO2 emitted by their organisation on the MCA's behalf, apart from the use of energy on site. Your answer could include (but should not necessarily be limited to):
- Maximizing the efficiency of delivery mechanisms.
  - Managing CO2 emissions in business travel.
  - Managing your sub-contracts to minimise the use of energy/emissions of CO2.
- 15.2 The contractor must provide a statement on what their organization does to promote employment rights for their supply chain workers at least in line with the Ethical Trading Initiative Base Code. Your response could include (but should not necessarily be limited to):
- Management of sub-contractors.
  - Policies on recruitment.
  - Staff training and awareness.
  - Association with apprenticeship scheme
- 15.3 The contractor must provide a description of any social or economic benefits that could be delivered to local communities, because of your organisation carrying out this contract.



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**16. Minimum Standards (Qualification Stage)**

- 16.1 This section details the Minimum Standards tenderers must satisfy for their submission to be moved onto the Evaluation stage. The following requirements will be assessed on a "Pass/ Fail" basis under the Qualification envelope on Jaggaer. Failure to provide information to an appropriate level of detail may render the application non-compliant and their evaluation may be taken no further.
- 16.2 Tenderer must provide details and references of a similar project carried out within the last 2 years. Details should include:
- Client
  - Nature of project
  - Programme value
  - Client contact for reference purposes
- 16.3 Tenderers must confirm that they will have all the required insurances in place at the start of the contract. The minimum levels are listed below:
- Employers Liability £5,000,000.00
  - Professional Indemnity £5,000,000.00
  - Public Liability £10,000,000.00
- 16.4 Tenderers must confirm that prior to any work commencing on site, compliance with the Baseline Personnel Security Standard (BPSS) for undertaking unsupervised activity on Government estate will be met. The following checks must be undertaken on all personnel working on site:
- Proof of identity
  - Nationality
  - Right to Work
  - Employment History (3 years)
  - Criminal Record (DBS check)
  - Details of any significant period (over 6 months) spent abroad in past 3 years.
- 16.5 Tenderers must confirm acceptance of the NEC3 Engineering and Construction Z Clauses.



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16.6 Tenderers must confirm acceptance of the following requirements of contract:

- Works are to be undertaken inside normal working hours 07:00hrs to 19:00hrs Monday to Sunday.
- Due to the time constraints, out of hours working and weekends are encouraged (outside normal working hours to be itemised in the schedule of works).
- All works are to comply with current legislative regulations and best practice guidance, including all relevant British Standards.

16.7 Tenderers must hold the following accreditations/ certifications and provide evidence at tender stage:

- NICEIC accreditation
- Safe Contractor accreditation
- ISO 9001 accreditation or equivalent
- ISO 14001 accreditation or equivalent
- Certificate of Registration under the Waste (England & Wales) Regulations 2011