**Appendix 3**

**GENERAL REQUIREMENTS**

**1 Project Timescales**

1.1 Timetable for submissions - as stated in Page 5 of the RFQ. Following this the community group will need to fundraise for the project prior to works commencing.

1.2 Implementation schedule

The play areas are used quite heavily during the school holiday periods. For this reason it is highly desirable for the installation works to occur outside of the school holidays.

**2 Quality standards**

All equipment supplied under this contract should comply with inter alia:

• European Playground Standards EN1176 and 1177.

• Pressure treated Timber products should meet EN351 -1 and EN 335-2.

• All paints used to be lead free in accordance with EN71.

• Quality of materials supplied should be monitored using ISO 9001quality

assurance procedures

Where these requirements are not met by your proposal then details of the standards that can be met should be provided; those that cannot be met must be clearly identified in your submission.

**3 Site Inspections**

The play area can be inspected without prior notice. If you would like a representative of the Council to be present should you wish to visit then please contact the parish council office giving one week’s notice.

**4 On-site safety / Health & Safety**

The Play Area will need to be closed to the public during installation activity. A lead contractor will need to ensure that the public cannot access the play area both when operatives are present and when they are not.

Measures should be taken to avoid members of the public interfering with the installation activity.

A statement describing the steps to be taken to ensure the safety of contractor's staff and of the public should be provided with the submission.

Welfare provisions for contactors, minimizing impact on users of the recreation ground, must be outlined and included in the submission.

**5 Warranties / guarantees**

We would expect all equipment to have minimum of 15 years guarantee. Any exceptions (greater or fewer) to this should be clearly identified in your submission.

Guarantees for fencing and surfacing should also be clearly identified in your submission.

**6 Insurance cover**

The contractor should have insurance cover as follows:

• Public Liability £10M

• Professional Indemnity £ 5M

• Employers Liability £ 5M