

UK-Shrewsbury: Repair and maintenance services of boilers.

UK-Shrewsbury: Repair and maintenance services of boilers.

Section I: Contracting Authority

I.1) Name and addresses

Shropshire Council
Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND, United Kingdom
Tel. +44 1743252992, Fax. +44 1743253910, Email: procurement@shropshire.gov.uk
Contact: Procurement
Main Address: www.shropshire.gov.uk
NUTS Code: UKG22

I.2) Joint procurement

The contract involves joint procurement: No.

In the case of joint procurement involving different countries, state applicable national procurement law: Not provided

The contract is awarded by a central purchasing body: No.

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <http://www.delta-esourcing.com/tenders/UK-UK-Shrewsbury:-Repair-and-maintenance-services-of-boilers./N22V2F3TX6>

Additional information can be obtained from: the abovementioned address

Tenders or requests to participate must be sent electronically via <http://www.delta-esourcing.com/tenders/UK-title/N22V2F3TX6> to the abovementioned address

Electronic communication requires the use of tools and devices that are not generally available.

Unrestricted and full direct access to these tools and devices is possible, free of charge, at:

<http://www.delta-esourcing.com/tenders/UK-title/N22V2F3TX6>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title: RMCB 024 -Maintenance of Boiler/Burner Plant and Miscellaneous Gas

Equipment

Reference Number: RMCB 024

II.1.2) Main CPV Code:

50531100 - Repair and maintenance services of boilers.

II.1.3) Type of contract: SERVICES

II.1.4) Short description: The objective of the contract is for the Contractor to provide a twice yearly inspection and maintenance of oil, gas fired and biomass boilers/burners, together with listed ancillary equipment and other miscellaneous oil and gas fired equipment installed on Council controlled premises, to ensure that they are maintained in a safe condition so as to prevent risk of injury to any person or damage to any property. The Contractor shall also provide an emergency breakdown repair service and issue 'Landlords Certificates' where appropriate.

The fixed priced contract will be for a period of up to 4 years commencing on 1st April 2017.

II.1.5) Estimated total value:

Value excluding VAT: 520,000

Currency: GBP

II.1.6) Information about lots:

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV codes:

Not Provided

II.2.3) Place of performance:

UKG22 Shropshire CC

II.2.4) Description of procurement: The objective of the contract is for the Contractor to provide a

twice yearly inspection and maintenance of oil, gas fired and biomass boilers/burners, together with listed ancillary equipment and other miscellaneous oil and gas fired equipment installed on Council controlled premises, to ensure that they are maintained in a safe condition so as to prevent risk of injury to any person or damage to any property. The Contractor shall also provide an emergency breakdown repair service and issue 'Landlords Certificates' where appropriate.

It shall further comprise of a 24 hour 365 days per year emergency breakdown repair service for Boiler/ Miscellaneous Gas Equipment.

There are approximately 243 properties on the boiler maintenance contract and 47 properties on the miscellaneous gas equipment maintenance contract. It is a mandatory requirement that the successful contractor holds CHAS, GAS SAFE and OfTEC as stated in the tender documents. The maintenance contract consists of two visits per year the summer visit to be carried out 1st April to 30th September and the winter visit 1st October to 31st March each year.

The fixed priced contract will be for a period of up to 4 years commencing on 1st April 2017.

II.2.5) Award criteria:

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value:

Value excluding VAT: 520,000

Currency: GBP

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system:

Start: 01/04/2017 / End: 31/03/2021

This contract is subject to renewal: Yes

Description of renewals: 4 years

II.2.10) Information about variants:

Variants will be accepted: No

II.2.11) Information about options:

Options: No

Description of options: Not provided

II.2.12) Information about electronic catalogues:

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue: No

II.2.13) Information about European Union funds:

The procurement is related to a project and/or programme financed by European Union funds: No

Identification of the project: Not provided

II.2.14) Additional information: Not provided

Section III: Legal, Economic, Financial And Technical Information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

See tender documentation.

III.1.2) Economic and financial standing

List and brief description of selection criteria:

See tender documentation.

Minimum level(s) of standards possibly required (if applicable) :

See tender documentation.

III.1.3) Technical and professional ability

List and brief description of selection criteria:

See tender documentation.

Minimum level(s) of standards possibly required (if applicable) :

See tender documentation.

III.1.5) Information about reserved contracts (if applicable)

The contract is reserved to sheltered workshops and economic operators aiming at the social and

professional integration of disabled or disadvantaged persons: No

The execution of the contract is restricted to the framework of sheltered employment programmes:

No

III.2) Conditions related to the contract

III.2.1) Information about a particular profession

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision:

See tender documentation.

III.2.2) Contract performance conditions

See tender documentation.

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: Yes

Section IV: Procedure

IV.1) Description

IV.1.1) Type of procedure: Open

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement - NO

In the case of framework agreements justification for any duration exceeding 4 years: Not Provided

IV.1.6) Information about electronic auction:

An electronic auction will be used: No

Additional information about electronic auction: Not provided

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure:

Notice number in the OJ S: Not provided

IV.2.2) Time limit for receipt of tenders or requests to participate

Date: 28/10/2016 Time: 12:00

IV.2.4) Languages in which tenders or requests to participate may be submitted: English,

IV.2.6) Minimum time frame during which the tenderer must maintain the tender:

Duration in month(s): 3

IV.2.7) Conditions for opening of tenders:

Date: 28/10/2016

Time: 12:00

Place:

Shirehall, Abbey Foregate, Shrewsbury SY2 6ND

Section VI: Complementary Information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 4 years

VI.2) Information about electronic workflows

Electronic ordering will be used No

Electronic invoicing will be accepted No

Electronic payment will be used No

VI.3) Additional Information: The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Shrewsbury:-Repair-and-maintenance-services-of->

[boilers./N22V2F3TX6](https://www.delta-esourcing.com/respond/N22V2F3TX6)

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/N22V2F3TX6>

VI.4) Procedures for review

VI.4.1) Review body:

Shropshire Council

Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND, United Kingdom

Tel. +44 1743252992, Email: procurement@shropshire.gov.uk

VI.4.2) Body responsible for mediation procedures:

Not provided

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures:

Not Provided

VI.4.4) Service from which information about the lodging of appeals may be obtained:

Shropshire Council

Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND, United Kingdom

Tel. +44 1743252992

VI.5) Date Of Dispatch Of This Notice: 21/09/2016

personal info

Commissioning Development & Procurement

Shirehall, Abbey Foregate
Shrewsbury, SY2 6ND



Tel: (01743) 252993

Fax: (01743) 255901

Please ask for: [REDACTED]

Email: procurement@shropshire.gov.uk

Dear Sirs

RMCB 024 - MAINTENANCE OF BOILER/BURNER PLANT & MISCELLANEOUS GAS EQUIPMENT

SHROPSHIRE COUNCIL

You have been invited to tender for the above requirement. With this letter please find copies of the following documents:

1. Instructions for Tendering (for completion and return)
2. Tender Response Document (for completion and return)
3. Pricing Schedule (for completion and return)
4. Appendix B - Staff experience forms (for completion and return)
5. Boiler Burner HAZRA
6. Boiler Specification 2017-2018
7. Servicing Specification 2017-2018
8. Indictive Site Lists
9. General Terms and Conditions

Tenders should be made on the enclosed Tender Response Document and Pricing Schedule spreadsheet. Your Tender must be completed, signed and returned along with a signed copy of the instructions for tendering through our Delta Tenderbox. You are recommended to keep a copy of all tender documents and supporting documents for your own records.

Please pay particular attention to the points below concerning the returning of tenders.

Returning of Tenders

- The deadline for returning tenders is **noon on 28th October 2016** any tenders received after this time will not be accepted
- Tenders are to be submitted through Delta, our electronic tender portal
 - Please ensure that you allow yourself at least two hours when responding prior to the closing date and time, especially if you have been asked to upload documents. If you are uploading multiple documents you will have to individually load one document at a

time or you can opt to zip all documents in an application like WinZip. Failure to submit by the time and date or by the method requested will not be accepted.

- **Once you upload documentation ensure you follow through to stage three and click the 'response submit' button. Failure to do so, will mean the documents won't be viewable by the Council.**

Tenders **cannot** be accepted if:

- Tenders are received by post, facsimile or email
- Tenders are received after **12 noon on the given deadline**

European Requirements

In accordance with the EU Procurement Directive, Shropshire Council will accept equivalent EC member or international standards in relation to safety, suitability and fitness for purpose. Where a particular service has been referred to in the tender document, alternatives or equivalents which achieve the same result will be equally acceptable. In these cases Shropshire Council will take into account any evidence the tenderer wishes to propose in support of the claim that the service is equivalent to the named types.

All tender documents and any accompanying information must be submitted in English. A Contract Notice in respect of this requirement was dispatched on 20th September 2016 to appear in the Supplement to the Official Journal of the European Union.

Freedom of Information

Under the provisions of the Freedom of Information Act 2000 from 1 January 2005, the public (included in this are private companies, journalists, etc.) have a general right of access to information held by public authorities. Information about your organisation, which Shropshire Council may receive from you may be subject to disclosure, in response to a request, unless one of the various statutory exemptions applies.

Therefore if you provide any information to Shropshire Council in the expectation that it will be held in confidence, you must make it clear in your documentation as to the information to which you consider a duty of confidentiality applies. The use of blanket protective markings such as "commercial in confidence" will no longer be appropriate and a clear indication as to what material is to be considered confidential and why should be given.

Other Details

Please note that if supplementary questions are raised by any tenderer prior to the closing of tenders and Shropshire Council decides that the answers help to explain or clarify the information given in the Tender Documents, then both the questions and the answers will be circulated to all enterprises invited to submit a tender. Please raise all clarification questions before the deadline of **21st October 2016**.

As part of its sustainability policy, Shropshire Council encourages tenderers to minimise packaging, particularly presentational or retail packaging.

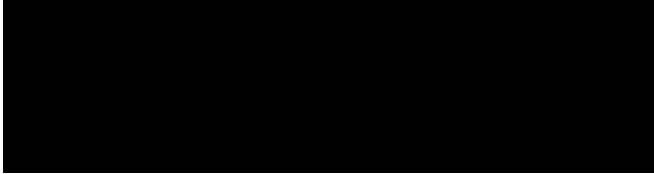
Shropshire Council is purchasing on behalf of itself and any wholly owned local authority company or other entity that is deemed to be a contracting authority by virtue of the Council's involvement

personal info

Please also note that Shropshire Council is committed to achieving Social Value outcomes through maximising the social, economic and/or environmental impact of all its procurement activity. Specific requirements for this contract are set out within the Tender Response Document and in addition for your further information the council's Social Value Framework guidance can be found at www.shropshire.gov.uk/doing-business-with-shropshire-council.

If you have any queries relating to this invitation to tender, please contact me through email: procurement@shropshire.gov.uk.

Yours faithfully



Commissioning Development and Procurement Manager
Procurement & Contracts
Enc

SHROPSHIRE COUNCIL

RMCB 024 -Maintenance of Boiler/Burner Plant Miscellaneous Gas Equipment

Experience of Staff

(Individual forms to be completed for all Supervisors and each Site Operative who may participate in the maintenance of boiler/burner plant miscellaneous gas equipment)

Name	
Proposed role in the context of this project (project manager, assessor or team member)	
Formal qualifications	
Institutional memberships	
Relevant training	
Time with present company (if less than 12 months then state previous company)	
Date when member first participated in the maintenance of Boiler/ Burner, Miscellaneous gas and Biomass equipment.	

Company Name:

Date:

SHROPSHIRE COUNCIL

GENERAL TERMS

AND

CONDITIONS

FOR

THE SUPPLY

OF

GOODS SERVICES AND WORKS

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These General Terms and Conditions are incorporated in contracts **of all values and types** made between Shropshire Council and a Contractor for the supply of Goods and Services (as defined below).

Only those Terms and Conditions denoted with the suffix **"W"** (**Property Services contracts**) or **"Z"** (**Highways contracts**) will be incorporated into those agreements where a standard form contract is being used to provide Works (as defined below)

1. **DEFINITIONS**

1.1 In this document the following words shall have the following meanings:

'Agreement'	means the Agreement between the Council and the Contractor consisting of the Purchase Order or Form of Agreement, these General Terms and Conditions and any other documents (or parts thereof) specified in the Purchase Order or Form of Agreement.
'Associated Person'	means in respect of the Council, a person, partnership, limited liability partnership or company (and company shall include a company which is a subsidiary, a holding company or a company that is a subsidiary of the ultimate holding company of that company) in which the Council has a shareholding or other ownership interest.
'Bribery Act'	the Bribery Act 2010 and any subordinate legislation made under that Act from time to time together with any guidance or codes of practice issued by the relevant government department concerning the legislation.
"Council Data"	the data, text, drawings, diagrams, images or sounds (together with any database made up of any of these) which are embodied in any electronic, magnetic, optical or tangible media, and which are: (a) supplied to the Contractor by or on behalf of the Council; or which the Contractor is required to generate, process, store or transmit pursuant to this Agreement; or (b) any Personal Data for which the Council is the Data Controller;
"Council Software"	software which is owned by or licensed to the Council, including software which is or will be used by the Contractor for the purposes of providing the Services but excluding the Contractor Software;
"Council System"	the Council's computing environment (consisting of hardware, software and/or telecommunications networks or equipment) used by the Council or the Contractor in connection with this Agreement which is owned by or licensed to the Council by a third party and which interfaces with the Contractor System or which is necessary for the Council to receive the Services;
"Council Representative"	the representative appointed by the Council
"Council"	means Shropshire Council
"Commercially Sensitive Information"	comprises the information of a commercially sensitive nature relating to the Contractor, its Intellectual Property Rights or its business which the Contractor has indicated to the Council in writing that, if disclosed by the Council, would cause the Contractor significant commercial disadvantage or material financial loss;
"Confidential Information"	any information, which has been designated as confidential by either Party in writing or that ought reasonably to be considered as confidential however it is conveyed, including information that relates to the business, affairs, developments, trade secrets, know-how, personnel and suppliers of the Council or the Contractor, including Intellectual Property Rights, together with all information derived from the above, and any other information clearly designated as being confidential (whether or not it is marked as "confidential") ;
"Contractor"	means the person, firm or company or any other organisation specified in the Agreement contracting with the Council.
"Contractor Equipment"	the hardware, computer and telecoms devices and equipment supplied by the Contractor or its Sub contractors (but not hired, leased or loaned from the Council) for the provision of the Services;
"Contractor Software"	software which is proprietary to the Contractor, including software which is or will be used by the Contractor for the purposes of providing the Services;

"Contractor System"	the information and communications technology system used by the Contractor in performing the Services including the Software, the Contractor Equipment and related cabling (but excluding the Council System);
"Contractor Personnel"	all employees, agents, consultants and contractors of the Contractor and/or of any Sub-contractor;
"Data Controller"	shall have the same meaning as set out in the Data Protection Act 1998
"Data Processor"	shall have the same meaning as set out in the Data Protection Act 1998
"Data Protection Legislation"	the Data Protection Act 1998, the EU Data Protection Directive 95/46/EC, the Regulation of Investigatory Powers Act 2000, the Telecommunications (Lawful Business Practice) (Interception of Communications) Regulations 2000 (SI 2000/2699), the Electronic Communications Data Protection Directive 2002/58/EC, the Privacy and Electronic Communications (EC Directive) Regulations 2003 and all applicable laws and regulations relating to processing of personal data and privacy, including where applicable the guidance and codes of practice issued by the Information Commissioner;
"Data Subject"	shall have the same meaning as set out in the Data Protection Act 1998;
"EIR"	means the Environmental Information Regulations 2004 (as may be amended from time to time.)
"Exempt Information"	means any information or class of information (including but not limited to any document, report, Agreement or other material containing information) relating to this Agreement or otherwise relating to the parties to this Agreement which potentially falls within an exemption to FOIA (as set out therein)
"FOIA"	means the Freedom of Information Act 2000 and all subsequent regulations made under this or any superseding or amending enactment and regulations; any words and expressions defined in the FOIA shall have the same meaning in this clause
"FOIA notice"	means a decision notice, enforcement notice and/or an information notice issued by the Information Commissioner
"Form of Agreement"	means the contract document (other than a Purchase Order) to which these General Terms and Conditions are attached or referred to
"Goods"	means all goods specified in the Agreement.
"Hazardous Goods"	means any solid, liquid, or gas that can cause harm to humans and other living organisms due to being radioactive, flammable or explosive, irritating or damaging the skin or lungs, interfering with oxygen intake and absorption (asphyxiants), or causing allergic reactions (allergens).
"Information"	has the meaning given under section 84 of the Freedom of Information Act 2000;
"Intellectual Property Rights"	means all patents, registered and unregistered designs, copyright, trade marks, know-how and all other forms of intellectual property wherever in the world enforceable
"Law"	any applicable law, statute, bye-law, regulation, order, regulatory policy, guidance or industry code, rule of court or directives or requirements of any Regulatory Body, delegated or subordinate legislation or notice of any Regulatory Body;
"Malicious Software"	any software program or code intended to destroy, interfere with, corrupt, or cause undesired effects on program files, data or other information, executable code or application software macros, whether or not its operation is immediate or delayed, and whether the malicious software is introduced wilfully, negligently or without knowledge of its existence;
"Packages"	includes bags, cases, cylinders, drums, pallets and other containers

"Personal Data"	shall have the same meaning as set out in the Data Protection Act 1998;
"Price"	means the price of the Goods and/or charge for the Services or Works being provided by the Contractor
'Prohibited Act'	the following constitute Prohibited Acts: (a) to directly or indirectly offer, promise or give any person working for or engaged by the Council a financial or other advantage to: (i) induce that person to perform improperly a relevant function or activity; or (ii) reward that person for improper performance of a relevant function or activity; (b) to directly or indirectly request, agree to receive or accept any financial or other advantage as an inducement or a reward for improper performance of a relevant function or activity in connection with this Agreement; (c) committing any offence: (i) under the Bribery Act; (ii) under legislation creating offences concerning fraudulent acts; (iii) at common law concerning fraudulent acts relating to this Agreement or any other contract with the Council; or (d) defrauding, attempting to defraud or conspiring to defraud the Council.
"Public body"	as defined in the FOIA 2000
'Purchase Order'	means the Council's official order which encompasses orders written or electronically generated via any of the Council's ordering systems and to which these General Terms and Conditions are attached or referred to
"Receiving Party"	means a party to this Agreement to whom a Request for Information is made under FOIA, and who thereafter has overall conduct of the request and any response
'Regulated Activity'	in relation to children, as defined in Part 1 of Schedule 4 to the Safeguarding Vulnerable Groups Act 2006, and in relation to vulnerable adults, as defined in Part 2 of Schedule 4 to the Safeguarding Vulnerable Groups Act 2006.
'Regulated Provider'	as defined in section 6 of the Safeguarding Vulnerable Groups Act 2006
"Regulatory Bodies"	those government departments and regulatory, statutory and other entities, committees and bodies which, whether under statute, rules, regulations, codes of practice or otherwise, are entitled to regulate, investigate, or influence the matters dealt with in this Agreement or any other affairs of the Council and "Regulatory Body" shall be construed accordingly;
"Request for Information"	means a written request for information pursuant to the FOIA as defined by Section 8 of the FOIA
"Security Policy"	the Council's security policy as updated from time to time;
"Services"	means any and all of the services to be provided by the Contractor under this Agreement including those set out in any schedules or service descriptions.
"Software"	Specially Written Software, Contractor Software and Third Party Software;
'Specially Written Software'	any software created by the Contractor (or by a third party on behalf of the Contractor) specifically for the purposes of this Agreement;
'Sub-Contract'	any contract or agreement, or proposed contract or agreement between the Contractor and any third party whereby that third party agrees to

	provide to the Contractor the Goods, Works or Services or any part thereof, or facilities or services necessary for the provision of the Goods, Works or Services or any part of the Goods, Works or Services, or necessary for the management, direction or control of the Goods, Works or Services or any part of thereof.
'Sub-Contractor'	the third parties that enter into a Sub-Contract with the Contractor.
"Third Party Software"	software which is proprietary to any third party which is or will be used by the Contractor for the purposes of providing the Services
"Working Day"	any day other than a Saturday, Sunday or public holiday in England and Wales.
"Works"	means all civil engineering and building works of whatever nature to be provided by the Contractor to the Council
'Writing'	includes facsimile transmission and electronic mail, providing that the electronic mail is acknowledged and confirmed as being received.

- 1.2 Clause and paragraph headings shall not affect the interpretation of these terms and conditions.
- 1.3 A person includes an individual, firm, company, corporation, unincorporated body of persons, or any state or any agency of any person.
- 1.4 A reference to a company shall include any company, corporation or other body corporate, wherever and however incorporated or established.
- 1.5 A reference to a holding company or subsidiary means a holding company or subsidiary as defined in section 1159 of the Companies Act 2006.
In the case of a limited liability partnership which is a subsidiary of a company or another limited liability partnership, section 1159 of the Companies Act 2006 shall be amended so that:
- (i) references in sub-sections 1159(1)(a) and (c) to voting rights are to the members' rights to vote on all or substantially all matters which are decided by a vote of the members of the limited liability partnership; and
 - (ii) the reference in sub-section 1159(1)(b) to the right to appoint or remove a majority of its board of directors is to the right to appoint or remove members holding a majority of the voting rights.
- 1.6 Words in the singular shall include the plural and vice versa.
- 1.7 A reference to one gender shall include a reference to the other genders.
- 1.8 A reference to a statute or statutory provision is a reference to it as it is in force for the time being, taking account of any amendment, extension, or re-enactment and includes any subordinate legislation for the time being in force made under it.
- 1.9 A reference to writing or written includes faxes but not e-mail, unless otherwise specifically agreed.
- 1.10 Any obligation in these terms and conditions on a person not to do something includes an obligation not to agree or allow that thing to be done.
- 1.11 References to clauses are to the clauses of these terms and conditions.
- 1.12 Where any statement is qualified by the expression so far as the Contractor is aware or to the Contractor's knowledge or any similar expression, that statement shall be deemed to include an additional statement that it has been made after due and careful enquiry.
- 1.13 Where there is any conflict or inconsistency between the provisions of these terms and conditions or any other document forming part of the agreement with the Council, such conflict or inconsistency shall be resolved in a manner at the Council's sole discretion.

2 GENERAL

- 2.1 When requested, the Contractor shall specify the Goods, Services or Works to be provided at the price payable.

- 2.2 No variation of these General Terms and Conditions shall be binding unless agreed expressly in Writing by both the Council and the Contractor.
- 2.3 These General Terms and Conditions shall apply to the exclusion of any other terms or conditions submitted, proposed or stipulated by the Contractor, whether in Writing or orally, and any such other term or condition is hereby expressly excluded or waived.
- 2.4 The Contractor shall complete the Works or Services or supply the Goods within the agreed times but time shall not be of the essence in the performance of any services unless expressly stated in Writing by the Council.
- 2.5 The Contractor agrees that where requested in writing during the term of any Agreement for the supply Goods Works or Services it will ensure that an appropriately authorised representative of the Contractor shall attend a Committee meeting of the Council upon being invited to do so by the Council **(W) (Z)**

3 SPECIFICATION AND QUALITY OF THE GOODS, SERVICES AND WORKS

- 3.1 The quantity, quality and description of the Goods or Services shall comply in all respects with any quoted British Standards and the specification or illustration contained in any product pamphlet or other sales or marketing literature of the Contractor or drawings, samples and patterns specified in the Agreement or any modifications thereof that may be agreed by the Council in Writing.
- 3.2 All Goods will be of good construction, sound materials, and of adequate strength, shall be free of defects in design materials and workmanship, and shall comply with the requirements of the Sale of Goods Act 1979 and the Supply of Goods and Services Act 1982, as applicable to this Agreement and as amended by any related statutes, and any statutory re-enactment(s) or modification(s) thereof.

4 ALTERATIONS TO THE SPECIFICATION OF GOODS AND SERVICES

- 4.1 The parties may at any time mutually agree upon and execute alterations in the scope of Goods, Works or Services to be provided under this Agreement
- 4.2 On receipt of a request from the Council for alterations the Contractor shall, within 5 working days or such other period as may be agreed between the parties, advise the Council by notice in Writing of the effect of such alterations, if any, on the price and any other terms already agreed between the parties
- 4.3 Where the Contractor gives written notice to the Council agreeing to perform any alterations on terms different to those already agreed between the parties, the Council shall, within 5 working days of receipt of such notice or such other period as may be agreed between the parties, advise the Contractor by notice in Writing whether or not it wishes the alterations to proceed thereafter the Contractor shall perform this Agreement upon the basis of such amended terms

5 PRICE AND PAYMENT

- 5.1 The price for the supply of Goods and Services are as set out in the Agreement and the Contractor shall invoice the Council at the time the Goods are despatched or the Services are provided.
- 5.2 The Price, which shall include all charges for delivery to the Council, packaging, insurance and carriage, shall be exclusive of VAT and shall be a fixed price for the duration of the Agreement and shall not be varied without prior written consent of the Council.
- 5.3 The Council reserves the right to set off against the price of the Goods or Services any sums owed or becoming due to the Council from the Contractor.

- 5.4 Provided that a nominated employee or authorised signatory of the Council has signed for Goods or Services the Council will make payment to the Contractor by BACS (Bank Automated Clearing System) within 30 days following of receipt of the relevant undisputed invoice or acceptance of the relevant Goods or Services. No other method of payment shall be acceptable and the Contractor shall ensure that their bank account details are provided to the Council at least 30 days prior to payment becoming due to enable the payment to be made. The Council shall not be liable for any late payment charges where the Contractor fails to provide the Council with their correct bank account details in accordance with this clause.
- 5.5 If the Council fails to make any payment due to the Contractor under this agreement by the due date for payment, then the Council shall pay interest on the overdue amount at the rate of 4% per annum above Bank of England base rate from time to time. Such interest shall accrue on a daily basis from the due date until actual payment of the overdue amount, whether before or after judgment.
- 5.6 VAT, where applicable, shall be shown separately on all invoices as a strictly net extra, the Invoice must comply with VAT rules and regulations. The correct Purchase Order number must be quoted on all invoices, and the Council will accept no liability whatsoever for invoices, delivery notes or other communications which do not bear such Purchase Order numbers.
- 5.7 The Council reserves the right to refuse payment of sums invoiced in excess of the prices stated in the Agreement.
- 5.8 Unless otherwise agreed in Writing by the Council the Contractor will pay any of its appointed sub-contractors within 30 days from receipt of an undisputed invoice.

6 DELIVERY

- 6.1 The Agreement will specify the quantity of Goods and the nature of the Services required and the date or dates and place of delivery of the Goods or provision of the Service or Services. The Contractor shall provide such programmes of manufacture and delivery as the Council may require. Each delivery or consignment shall have a packing note quoting the reference number of the Purchase Order (where applicable) prominently displayed, and the Council may reject quantities delivered in excess of those stated on the Agreement.
- 6.2 If Goods are in any respect incorrectly delivered the Contractor shall immediately affect correct delivery and shall be responsible for any additional costs or expenses incurred by both parties in so doing.
- 6.3 If Services are provided by the Contractor otherwise than in accordance with the terms of the Agreement, the Contractor shall immediately affect correct provision of the Services and shall be responsible for any additional costs or expenses incurred by the Council or the Contractor in so doing.
- 6.4 The Council may reject any Goods which are not in accordance with the Agreement and the Council shall not be treated as having accepted any Goods until the Council has had a reasonable time to inspect them following delivery or, if later, within a reasonable time after a latent defect in the Goods has become apparent.
- 6.5 The Contractor shall comply with all applicable regulations or other legal requirements as regards the manufacture, packaging, labelling, and delivery of the Goods. The Contractor shall deliver the Goods properly and securely packed and supply the Services during the Council's usual business hours (8:45 to 17:00 Monday to Thursday and 8:45 to 16:00 Friday) or in accordance with the instructions shown on the Agreement.

- 6.6 Where Goods are delivered by road vehicle, available empty Packages may be returned by the same vehicle.
- 6.7 Where the Council has an option to return Packages and does so, the Council will return such Packages empty and in good order and condition (consigned 'carriage paid' unless otherwise agreed) to the Contractor's supplying works or depot indicated by the Contractor, and will advise the Contractor of the date of despatch.
- 6.8 Packages and containers of all kinds are supplied free by the Contractor and are non-returnable unless otherwise clearly stated, in the first instance, on quotations and subsequently on all Packages, advice notes and delivery notes.

7. LOSS OR DAMAGE IN TRANSIT

- 7.1 The Contractor shall promptly make good, free of charge to the Council, any loss in transit of the Goods if notified within 21 days of delivery or any damage to or defect in the Goods if notified within 10 days of delivery.

8. INSPECTION

- 8.1 The Contractor shall be responsible for the inspection and testing of the Goods and shall ensure that they comply with the Agreement prior to delivery to the Council. The Council shall have the right to inspect the Goods at the Contractor's works and those of its Sub-Contractors at all reasonable times and to reject any part thereof that does not comply with the terms of the Agreement.
- 8.2 The Contractor shall ensure that rights of access, inspection and rejection at premises of any sub-Contractor of the Contractor are given to the Council in sub-agreements between the Contractor and the Contractor's Sub-Contractors. Any inspection, checking, approval or acceptance given on behalf of the Council shall not relieve the Contractor or its Sub-Contractors from any obligations or liabilities set forth in this Agreement.

9. REJECTION

- 9.1 The Council shall have the right to reject any Goods or Services which do not comply with the Agreement, and are, without limitation, not of a stipulated quality or quantity or measurement, unfit for the purpose for which they are required or non-compliant with a description or specification or sample, and the Council may return such rejected Goods to the Contractor at the Contractor's cost and expense.
- 9.2 If the Contractor is unable to supply acceptable replacement Goods or Services within the time specified in the Agreement, or within any extension of such time as the Council may grant, the Council will be entitled to purchase elsewhere other Goods or Services, as near as is practicable to the same Agreement specifications as circumstances shall permit, but without prejudice to any other right which the Council may have against the Contractor including, but not limited to, payment by the Contractor of any excess costs incurred by the Council in doing so.
- 9.3 The making of such payment shall not prejudice the Council's right of rejection and the Contractor shall immediately reimburse the Council with an amount equal to that paid by the Council in respect of the Goods or Services and any applicable taxes. Before exercising the said right elsewhere the Council shall give the Contractor reasonable opportunity to replace rejected Goods or Services with Goods or Services that conform to the Agreement.
- 9.4 The Council is under no obligation to test or inspect the Goods before or on delivery.

10 TITLE - PASSING PROPERTY

- 10.1 Property and risk in the Goods will remain with the Contractor until the Goods are delivered to the place specified in the Agreement and a nominated employee of the Council has signed a delivery note for them, whereupon title will pass to the Council, without any limitation, constraint or encumbrance.
- 10.2 If payment for the Goods is made prior to delivery, property in the Goods shall pass to the Council once payment has been made and the Goods have been unconditionally appropriated by the Council.
- 10.3 In these circumstances the Contractor will set aside the Goods and store them separately from similar Goods held at the Contractors premises specified in the Agreement and ensure that they are securely, clearly and visibly marked with the wording "Property of Shropshire Council" so as to identify those Goods as having been unconditionally appropriated by the Council to whose order they are held
- 10.4 The Contractor will allow a named representative of the Council reasonable accompanied access to its premises specified in the Agreement to verify compliance with clause 10.3 herein and will immediately rectify any non-compliance as identified by the Council's named representative
- 10.5 The Contractor will indemnify the Council for any loss of or damage to the Goods until delivered on-site.
- 10.6 Without prejudice to this indemnity the Contractor will have appropriate and adequate insurance cover against any such loss or damage with a reputable insurer from the time that title in the materials or Goods passes to the Council until they are delivered on-site and the Contractor shall provide the Council with certified copies of the relevant policy upon request.
- 10.7 The Contractor agrees that the Council has the right to enter the Contractor's premises specified in the Agreement where Goods are being held in order to recover the said materials or Goods in the event of the Contractors' insolvency

11 THE COUNCIL'S OBLIGATIONS

- 11.1 To enable the Contractor to perform its obligations under this Agreement the Council shall:
 - a) co-operate with the Contractor;
 - b) provide the Contractor with any information reasonably required by the Contractor;
 - c) obtain all necessary permissions and consents which may be required before the commencement of the Services or the supply of Goods; and
 - d) comply with such other requirements as may be otherwise agreed between the parties.
- 11.2 Without prejudice to any other rights to which the Contractor may be entitled, in the event that the Council unlawfully terminates or cancels the Goods or Services agreed to in the Agreement the Council shall be required to pay to the Contractor as agreed damages and not as a penalty the full amount of any third party costs to which the Contractor has reasonably committed and in respect of cancellations on less than five working days' written notice the full amount of the Goods and Services.

12. WARRANTIES

- 12.1 The Contractor warrants that as from the date of delivery for a minimum period of 12 months the Goods and all their component parts, where applicable, are free from any defects in design, workmanship, construction or materials. Where certain Goods carry warranties for longer periods the Contractor will notify the Council of these from time to time as appropriate.

12.2 The Contractor warrants that the Services performed under this Agreement shall be performed using reasonable skill and care, and of a quality conforming to generally accepted industry standards and practices.

13 INDEMNIFICATION

13.1 The Council shall indemnify the Contractor against all reasonable claims, costs and expenses which the Contractor may incur and which arise, directly from the Council's breach of any of its obligations under this Agreement.

13.2 The Contractor shall indemnify the Council against all reasonable damage, liability, costs, claims, actions and proceedings arising out of the performance, defective performance or otherwise of this Agreement by the Contractor, its employees, servants or agents

14 TERMINATION AND CANCELLATION

14.1 The Council upon giving the Contractor notice in Writing may cancel any Agreement at any time. A fair and reasonable price will be paid for all work in progress at the time of the cancellation, providing all such work is delivered to, and/or performed for the Council and is accepted as described in Clauses 6 to 9 herein. The Council's liability is strictly limited to work in progress and no further loss or liability will accrue.

14.2 Either party may terminate this Agreement forthwith by notice in Writing to the other if:

a). the other party commits a material breach of this Agreement and, in the case of a breach capable of being remedied, fails to remedy it within 14 calendar days of being given notice in Writing setting out the breach and indicating that failure to remedy the breach may result in termination of this Agreement.

b). the other party commits a material breach of this Agreement which cannot be remedied under any circumstances;

c). the other party passes a resolution for winding up (other than for the purpose of solvent amalgamation or reconstruction), or a court of competent jurisdiction makes an order to that effect;

d). the other party ceases to carry on its business or substantially the whole of its business;
or

e). the other party is declared insolvent, or convenes a meeting of or makes or proposes to make any arrangement or composition with its creditors; or a liquidator, receiver, administrative receiver, manager, trustee or similar officer is appointed over any of its assets.

15 PREVENTION OF BRIBERY (W) (Z)

15.1 The Contractor:

a) shall not, and shall procure that all Contractor Personnel shall not, in connection with this Agreement commit a Prohibited Act;

b) warrants, represents and undertakes that it is not aware of any financial or other advantage being given to any person working for or engaged by the Council, or that an agreement has been reached to that effect, in connection with the execution of this Agreement, excluding any arrangement of which full details have been disclosed in writing to the Council before execution of this Agreement.

15.2 The Contractor shall:

a) if requested, provide the Council with any reasonable assistance, at the Council's reasonable cost, to enable the Council to perform any activity required by any relevant

government or agency in any relevant jurisdiction for the purpose of compliance with the Bribery Act;

b) the Contractor shall, within 10 Working Days of a request from the Council, certify to the Council in writing (such certification to be signed by an officer of the Contractor) the Contractor's compliance with this clause 15 and provide such supporting evidence of compliance with this clause 15 by the Contractor as the Council may reasonably request.

15.3 If any breach of clause 15.1 is suspected or known, the Contractor must notify the Council immediately.

15.4 If the Contractor notifies the Council that it suspects or knows that there may be a breach of clause 15.1, the Contractor must respond promptly to the Council's enquiries, co-operate with any investigation, and allow the Council to audit books, records and any other relevant documentation. This obligation shall continue for two years following the expiry or termination of this Agreement.

15.5 The Council may terminate this Agreement by written notice with immediate effect, and recover from the Contractor the amount of any loss directly resulting from the cancellation, if the Contractor or Contractor Personnel (in all cases whether or not acting with the Contractor's knowledge) breaches clause 15.1. At the Council's absolute discretion, in determining whether to exercise the right of termination under this clause 15.5, the Council shall give consideration, where appropriate, to action other than termination of this Agreement unless the Prohibited Act is committed by the Contractor or a senior officer of the Contractor or by an employee, Sub-Contractor or supplier not acting independently of the Contractor. The expression "not acting independently of" (when used in relation to the Contractor or a Sub-Contractor) means and shall be construed as acting:

a) with the authority; or,

b) with the actual knowledge;

of any one or more of the directors of the Contractor or the Sub-Contractor (as the case may be); or

c) in circumstances where any one or more of the directors of the Contractor ought reasonably to have had knowledge.

15.6 Any notice of termination under clause 15.5 must specify:

a) the nature of the Prohibited Act;

b) the identity of the party whom the Council believes has committed the Prohibited Act; and

c) the date on which this Agreement will terminate.

15.7 Despite clause 42 (Disputes), any dispute relating to:

a) the interpretation of clause 15; or

b) the amount or value of any gift, consideration or commission,

shall be determined by the Council and its decision shall be final and conclusive.

15.8 Any termination under clause 15.5 will be without prejudice to any right or remedy which has already accrued or subsequently accrues to the Council.

16 INTELLECTUAL PROPERTY RIGHTS

16.1 Any specification, drawing, sample and pattern supplied by the Council to the Contractor, or specifically produced by the Contractor for the Council in connection with this Agreement, together with the copyright, design rights or any other intellectual property rights thereto shall be the exclusive property of the Council. On payment of the price and for no further consideration the Contractor assigns to the Council with full title guarantee all such copyright, design and other intellectual property rights.

16.2 The Contractor shall not disclose to any third party (except sub-contractors accepting a like obligation of secrecy, and then only to the extent necessary for the performance of the sub-agreement) or provide any such specification, drawing, sample or pattern to any third

party or use the same except to the extent that it is or becomes public knowledge through no fault of the Contractor, or as is required for the purposes of the Agreement.

16.3 This provision shall survive the expiration or termination of the Agreement.

17 INDEPENDENT CONTRACTORS

17.1 The Contractor and the Council are independent of each other, and neither has the authority to bind the other to any third party or act in any way as the representative of the other, unless otherwise expressly agreed to in Writing by both parties.

18 SEVERABILITY

18.1 If any provision of this Agreement is held invalid, illegal or unenforceable for any reason by any Court of competent jurisdiction such provision shall be severed and the remainder of the provisions herein shall continue in full force and effect as if this Agreement had been agreed with the invalid illegal or unenforceable provision eliminated.

19 ASSIGNMENT, TRANSFER AND SUB-CONTRACTING

19.1 The Council may, subject to clause 19.2:
(a) assign any of its rights under the Agreement; or
(b) transfer all of its rights or obligations by novation, to another person.

19.2 The consent of the Contractor is required for an assignment or transfer by the Council unless:
(a) the assignment or transfer is to an Associated Person of the Council; or
(b) either the Council or the Contractor have committed a breach of this Agreement which gives the other party the right under the terms of this Agreement to terminate the Agreement. Any such consent must not be unreasonably withheld or delayed and if not expressly refused within five Working Days shall be deemed given.

19.3 The Contractor may not assign any of its rights, or transfer any of its rights or obligations under the Agreement.

19.4 The Contractor will not, without the written consent of the Council sub-contract its right or obligations under this Agreement nor allow Services to be provided other than through his own employees and using his own equipment.

19.5 In the event that the Council has consented to the placing of sub-contracts, copies of each sub-contract and order shall be sent by the Contractor to the Council immediately it is issued.

19.6 Notwithstanding the Contractor's right to sub-contract pursuant to this clause 19, the Contractor shall remain responsible for all acts and omissions of its Sub-contractors and the acts and omissions of those employed or engaged by the Sub-contractors as if they were its own. An obligation on the Contractor to do, or to refrain from doing, any act or thing shall include an obligation upon the Contractor to procure that its employees, staff, agents and Sub-contractors' employees, staff and agents also do, or refrain from doing, such act or thing.

20 WAIVER

20.1 The failure by either party to enforce at any time or for any period any one or more of these General Terms and Conditions herein shall not be a waiver of them or of the right at any time subsequently to enforce all the terms and conditions of this Agreement.

21 HAZARDOUS GOODS

- 21.1 Hazardous Goods must be marked by the Contractor with International Danger Symbol(s) and display the name of the material in English. Transport and other documents must include declaration of the hazard and name of the material in English. Goods must be accompanied by emergency information in English in the form of written instructions, labels or markings. The Contractor shall observe the requirements of UK and international laws, regulations and agreements relating to the packing, labelling and carriage of hazardous Goods.
- 21.2 All information known, held by, or reasonably available to, the Contractor regarding any potential hazards known or believed to exist in transport, handling or use of the Goods supplied shall be promptly communicated to the Council.

22 NOTICES

- 22.1 Unless otherwise communicated to the party in Writing any notice to be given by either party to the other may be served by email, fax, personal service or by post to the address of the other party that is the registered office or main place of business of the Contractor or if the Council, the Shirehall, Abbey Foregate, Shrewsbury. SY2 6ND
- 22.2 A Notice sent by email shall be deemed to be received providing receipt is acknowledged and confirmed, Notice sent by fax shall be deemed to be served on receipt of an error free transmission report, Notice given by letter shall be deemed to have been served at the time at which the letter was delivered personally or if sent by second class post shall be deemed to have been delivered in the ordinary course of post and if by first class post shall be deemed to have been delivered 48 hours after posting and acknowledged

23 CONFIDENTIALITY (W) (Z)

- 23.1 All plans, drawings, designs or specifications supplied by the Council to the Contractor shall remain the exclusive property of, and shall be returned to the Council on completion of the Agreement and shall not be copied, and no information relating to the Goods or the Services shall be disclosed to any third party, except as required for the purpose of this Agreement.
- 23.2 No photographs of any of the Council's equipment, installations or property shall be taken without the Council's prior consent in Writing. The Contractor shall keep secret and shall not divulge to any third party (except sub-contractors accepting a like obligation of secrecy, and then only to the extent necessary for the performance of the sub-agreement) all information given by the Council in connection with the Agreement or which becomes known to the Contractor through his performance of the Agreement or use the same other than for the purpose of executing the Agreement.
- 23.3 The Contractor shall not mention the Council's name in connection with the Agreement or disclose the existence of the Agreement in any publicity material or other similar communication to third parties without the Council's prior consent in Writing.
- 23.4 The Contractor will keep confidential any information it becomes aware of by reason of the operation of this Agreement.
- 23.5 Except to the extent set out in this clause or where disclosure is expressly permitted elsewhere in this Agreement, each party shall:
- 23.5.1 treat the other party's Confidential Information as confidential; and
 - 23.5.2 not disclose the other party's Confidential Information to any other person without the owner's prior written consent
- 23.6 Clause 23.5 shall not apply to the extent that:

- 23.6.1 such disclosure is a requirement of Law placed upon the party making the disclosure, including any requirements for disclosure under the Audit Commission Act 1998 or under the FOIA or the Environmental Information Regulations pursuant to the above clause regarding Freedom of Information;
 - 23.6.2 such information was in the possession of the party making the disclosure without obligation of confidentiality prior to its disclosure by the information owner;
 - 23.6.3 such information was obtained from a third party without obligation of confidentiality;
 - 23.6.4 such information was already in the public domain at the time of disclosure otherwise than by a breach of this Agreement; or
 - 23.6.5 it is independently developed without access to the other party's Confidential Information.
- 23.7 The Contractor may only disclose the Council's Confidential Information to the Contractor Personnel who are directly involved in the provision of the Services and who need to know the information, and shall ensure that such Contractor Personnel are aware of and shall comply with these obligations as to confidentiality.
- 23.8 The Contractor shall not, and shall procure that the Contractor Personnel do not, use any of the Council's Confidential Information received otherwise than for the purposes of this Agreement
- 23.9 Nothing in this Agreement shall prevent the Council from disclosing the Contractor's Confidential Information:
- 23.9.1 to any consultant, contractor or other person engaged by the Council;
 - 23.9.2 for the purpose of the examination and certification of the Council's accounts or any other form of audit of the Council;
- 23.10 The Council shall use all reasonable endeavours to ensure that any government department, employee, third party or Sub-contractor to whom the Contractor's Confidential Information is disclosed pursuant to this Agreement is made aware of the Council's obligations of confidentiality.
- 23.11 Nothing in this clause shall prevent either party from using any techniques, ideas or know-how gained during the performance of the Agreement in the course of its normal business to the extent that this use does not result in a disclosure of the other party's Confidential Information or an infringement of Intellectual Property Rights.
- 23.12 The provisions of this Clause shall survive the expiration or termination of this Agreement.

23A AGREEMENT STATUS AND TRANSPARENCY (W) (Z)

- 23A.1 The parties acknowledge that, except for any information which is exempt from disclosure in accordance with the provisions of the FOIA, the content of this Agreement and any associated tender documentation provided by the Contractor (the Tender Submission) is not Confidential Information. The Council shall be responsible for determining in its absolute discretion whether any of the content of the Agreement or the Tender Submission is exempt from disclosure in accordance with the provisions of the FOIA.
- 23A.2 Notwithstanding any other term of this Agreement, the Contractor hereby gives his consent for the Council to publish this Agreement and the Tender Submission in its entirety, including from time to time agreed changes to the Agreement, to the general public.
- 23A.3 The Council may consult with the Contractor to inform its decision regarding any exemptions but the Council shall have the final decision in its absolute discretion.

23A.4 The Contractor shall assist and cooperate with the Council to enable the Council to publish this Agreement and the Tender Submission.

24 **COUNCIL DATA**

24.1 The Contractor shall not delete or remove any copyright or proprietary notices contained within or relating to the Council Data.

24.2 The Contractor shall not store, copy, disclose, or use the Council Data except as necessary for the performance by the Contractor of its obligations under this Agreement or as otherwise expressly authorised in writing by the Council and in particular the Contractor shall not store any Council Data, which the Council has notified the Contractor requires storage in an encrypted format, on any portable device or media unless that device is encrypted.

24.3 To the extent that Council Data is held and/or processed by the Contractor, the Contractor shall supply that Council Data to the Council as requested by the Council in any format specified in this Agreement or if none specified in any format reasonably requested by the Council.

24.4 The Contractor shall take responsibility for preserving the integrity of Council Data and preventing the corruption or loss of Council Data and shall take such back up copies of the Council Data at regular intervals appropriate to the frequency of the revision of the Council Data.

24.5 The Contractor shall ensure that any system on which the Contractor holds any Council Data, including back-up data, is a secure system that complies with the Security Policy to include, but not limited to, the following requirements in the Security Policy:

24.5.1 Access to the system is restricted to Contractor Personnel with a legitimate need to access the Council Data; and

24.5.2 The system is kept up to date with the latest versions of operating system and anti-virus updates; and

24.5.3 Transfer of data to and from the system is conducted in a secure manner.

24.6 If the Council Data is corrupted, lost or sufficiently degraded as a result of the Contractor's Default so as to be unusable, the Council may:

24.6.1 require the Contractor (at the Contractor's expense) to restore or procure the restoration of Council Data as soon as practicable; and/or

24.6.2 itself restore or procure the restoration of Council Data, and shall be repaid by the Contractor any reasonable expenses incurred in doing so including the restoration of the Council Data.

24.7 If at any time the Contractor suspects or has reason to believe that Council Data has or may become corrupted, lost or sufficiently degraded in any way for any reason, then the Contractor shall notify the Council via the Council's ICT Helpdesk immediately and inform the Council of the remedial action the Contractor proposes to take.

24.8 The Contractor shall check for and delete Malicious Software and if Malicious Software is found, the parties shall co-operate to reduce the effect of the Malicious Software and, particularly if Malicious Software causes loss of operational efficiency or loss or corruption of Council Data, assist each other to mitigate any losses and to restore the Services to their desired operating efficiency.

24.9 Any cost arising out of the actions of the parties taken in compliance with the provisions of sub-clause .8 above shall be borne by the parties as follows:

24.9.1 by the Contractor where the Malicious Software originates from the Contractor Software, the Third Party Software or the Council Data (whilst the Council Data was under the control of the Contractor); and

24.9.2 by the Council if the Malicious Software originates from the Council Software or the Council Data (whilst the Council Data was under the control of the Council).

25 PROTECTION OF PERSONAL DATA

25.1 With respect to the parties' rights and obligations under this Agreement, the parties agree that the Council is the Data Controller and that the Contractor is the Data Processor.

25.2 The Contractor shall:

25.2.1 Process the Personal Data only in accordance with instructions from the Council (which may be specific instructions or instructions of a general nature as set out in this Agreement or as otherwise notified by the Council to the Contractor during the term of this Agreement);

25.2.2 Process the Personal Data only to the extent, and in such manner, as is necessary for the provision of the Services or as is required by Law or any Regulatory Body;

25.2.3 implement appropriate technical and organisational measures, including but not limited to ensuring that Personal Data is not stored on any portable equipment or storage device or media unless encrypted, to protect the Personal Data against unauthorised or unlawful processing and against accidental loss, destruction, damage, alteration or disclosure. These measures shall be appropriate to the harm which might result from any unauthorised or unlawful Processing, accidental loss, destruction or damage to the Personal Data and having regard to the nature of the Personal Data which is to be protected;

25.2.4 take reasonable steps to ensure the reliability of any Contractor Personnel who have access to the Personal Data;

25.2.5 obtain prior written consent from the Council in order to transfer the Personal Data to any Sub-contractors or Affiliates for the provision of the Services;

25.2.6 ensure that all Contractor Personnel required to access the Personal Data are informed of the confidential nature of the Personal Data and comply with the obligations set out in this Protection of Personal Data clause ;

25.2.7 ensure that no Contractor Personnel publish, disclose or divulge any of the Personal Data to any third party unless directed in writing to do so by the Council;

25.2.8 notify the Council (within five Working Days) if it receives:

- a) a request from a Data Subject to have access to that person's Personal Data; or
- b) a complaint or request relating to the Council's obligations under the Data Protection Legislation;

25.2.9 provide the Council with full cooperation and assistance in relation to any complaint or request made, including by:

- a) providing the Council with full details of the complaint or request;
- b) complying with a data access request within the relevant timescales set out in the Data Protection Legislation and in accordance with the Council's instructions;
- c) providing the Council with any Personal Data it holds in relation to a Data Subject (within the timescales required by the Council); and
- d) providing the Council with any information requested by the Council;

25.2.10 permit the Council or the Council Representative (subject to reasonable and appropriate confidentiality undertakings), to inspect and audit, in accordance with the Audit clause, the Contractor's data Processing activities (and/or those of its agents, subsidiaries and Sub-contractors) and comply with all reasonable requests or directions by the Council to enable the Council to verify and/or procure that the Contractor is in full compliance with its obligations under this Agreement;

25.2.11 provide a written description of the technical and organisational methods employed by the Contractor for processing Personal Data (within the timescales required by the Council); and

25.2.12 not process Personal Data outside the United Kingdom without the prior written consent of the Council and, where the Council consents to a transfer, to comply with:

- a) the obligations of a Data Controller under the Eighth Data Protection Principle set out in Schedule 1 of the Data Protection Act 1998 by providing an adequate level of protection to any Personal Data that is transferred; and
- b) any reasonable instructions notified to it by the Council

25.2.13 The Contractor shall comply at all times with the Data Protection Legislation and shall not perform its obligations under this Agreement in such a way as to cause the Council to breach any of its applicable obligations under the Data Protection Legislation.

25.2.14 The Contractor shall ensure that its employees and agents are aware of and comply with this clause and shall indemnify the Council against any loss or damage sustained or incurred as a result of any breach of this clause.

26 COUNCIL DATA AND PERSONAL INFORMATION AUDITS

26.1 Except where an audit is imposed on the Council by a Regulatory body, the Council may, acting reasonably, conduct an audit for the following purposes:

26.1.1 to review the integrity, confidentiality and security of the Council Data;

26.1.2 to review the Contractor's compliance with the Data Protection Act 1998, the Freedom of Information Act 2000 in accordance with the Protection of Personal Data and Freedom of Information clauses and any other legislation applicable to the Services;

26.2 The Council shall use its reasonable endeavours to ensure that the conduct of each audit does not unreasonably disrupt the Contractor or delay the provision of the Services.

26.3 Subject to the Council's obligations of confidentiality, the Contractor shall on demand provide the Council (and/or its agents or representatives) with all reasonable co-operation and assistance in relation to each audit, including:

26.3.1 all information requested by the Council within the permitted scope of the audit;

26.3.2 reasonable access to any Sites controlled by the Contractor and to any equipment used (whether exclusively or non-exclusively) in the performance of the Services;

26.3.3 access to Contractor Personnel

26.4 The Contractor shall implement all measurement and monitoring tools and procedures necessary to measure and report on the Contractor's performance of the Services.

26.5 The Council shall endeavour to (but is not obliged to) provide at least 5 Working Days notice of its intention to conduct an audit.

26.6 The parties agree that they shall bear their own respective costs and expenses incurred in respect of compliance with their obligations under this clause.

26.7 This clause shall not apply to any audit or inspection regarding the provision of the Services specified in the Service Specification or elsewhere in this Agreement which may be conducted as specified in this Agreement.

27. PUBLIC INTEREST DISCLOSURE ('WHISTLE BLOWING') (W)(Z)

27.1 The Contractor will ensure that his employees and agents are made aware of the Council's policy "Speaking Up About Wrongdoing" and that the details of this policy are fully explained to them and shall provide the Council with evidence of doing so upon request

28 INSURANCE

28.1 The Contractor shall effect and maintain with a reputable insurance company a policy or policies of insurance providing an adequate level of cover, or in accordance with any legal requirement for the time being in force, in respect of all legal liability which may be incurred by the Contractor, arising out of the Contractor's performance of this Agreement, including death or personal injury, loss of or damage to property or any other loss, and unless otherwise agreed with the Council such policy or policies of Public Liability and Employers Liability insurance shall provide for a minimum indemnity limit of £5,000,000 (FIVE MILLION POUNDS).

28.2 If appropriate and requested in Writing, the Contractor may also be required to provide Product Liability insurance of at least £2,000,000 (TWO MILLION POUNDS) cover for any one claim.

28.3 Where the Contractor is providing Services of a professional nature, or the Council otherwise specifies that professional indemnity insurance is required, the Contractor shall hold and maintain professional indemnity insurance cover and shall ensure that all professional consultants or Sub-Contractors involved in the provision of the Services hold and maintain policy cover which indemnifies the contractor for negligent acts arising out of the performance of this Agreement. To comply with its obligations under this clause, and as a minimum, the Contractor shall ensure professional indemnity insurance held by the Contractor and by any agent, Sub-Contractor or consultant involved in the performance of Services has a limit of indemnity of not less than £2,000,000 (TWO MILLION POUNDS) in respect of each and every claim.

28.3.1 The Contractor shall hold and maintain the insurances required under this Agreement for a minimum of 6 years following the expiration or earlier termination of this Agreement

28.4 The Contractor warrants that it has complied with this clause 28 and shall provide the Council with certified copies of the relevant policy documents (including any warranties or exclusions) together with receipts or other evidence of payment of the latest premiums due under those policies prior to the commencement of this Agreement and annually thereafter during the Term..

28.5 The Contractor shall:

- (a) do nothing to invalidate any insurance policy
- (b) notify the Council if any policy is (or will be) cancelled or its terms are (or will be) subject to any material change

28.6 For the avoidance of doubt, the terms of any insurance or the amount of cover shall not relieve the Contractor of any liabilities under this Agreement.

28.7 Where the minimum limit of indemnity required in relation to any of the insurances is specified as being "in the aggregate":

28.7.1 if a claim or claims which do not relate to this Agreement are notified to the insurers which, given the nature of the allegations and/or the quantum claimed by the third party(ies), is likely to result in a claim or claims being paid by the insurers which could reduce the level of cover available below that minimum, the Contractor shall immediately submit to the Council:

- (i) details of the policy concerned; and
- (ii) its proposed solution for maintaining the minimum limit of indemnity specified; and

28.7.2 if and to the extent that the level of insurance cover available falls below that minimum because a claim or claims which do not relate to this Agreement are paid by insurers, the Contractor shall:

- (i) ensure that the insurance cover is reinstated to maintain at all times the minimum limit of indemnity specified for claims relating to this Agreement; or
- (ii) if the Contractor is or has reason to believe that it will be unable to ensure that insurance cover is reinstated to maintain at all times the minimum limit of indemnity specified, immediately submit to the Council full details of the policy concerned and its proposed solution for maintaining the minimum limit of indemnity specified.

29. EQUALITIES (W) (Z)

- 29.1 The Contractor and any Sub-Contractor employed by the Contractor shall not unlawfully discriminate either directly or indirectly on such grounds as race or ethnic origin, disability, gender, sexual orientation, religion or belief, or age in the supply and provision of Goods, Services or Works under this Agreement, or in its employment practices.
- 29.2 Without prejudice to the generality of the foregoing, the Contractor and any Sub-Contractor employed by the Contractor shall not unlawfully discriminate within the meaning and scope of the Equalities Act 2010 or other relevant legislation, or any statutory modification or re-enactment thereof.
- 29.3 In addition, the Contractor and any Sub-Contractor employed by the Contractor in providing services to the Council will comply with the general duty imposed on local authorities by Section 149 of the Equality Act 2010 to eliminate discrimination, harassment and victimisation and promote equality of opportunity between persons who share a protected characteristic and those who do not share it and to foster good relations between persons who share a protected characteristic and those who do not share it .
- 29.4 The Contractor and any Sub-Contractor employed by the Contractor will take all reasonable steps to observe as far as possible the Codes of Practice produced by the Equalities and Human Rights Commission, which give practical guidance to employers on the elimination of discrimination.
- 29.5 In the event of any finding of unlawful discrimination being made against the Contractor or any Sub-Contractor employed by the Contractor during the contract period, by any court or employment tribunal, or any adverse finding or formal investigation by the Equalities and Human Rights Commission over the same period, the Contractor shall inform the Council of this finding and shall take appropriate steps to prevent repetition of the unlawful discrimination.
- 29.6 The Contractor and any Sub-Contractor employed by the Contractor will provide a copy of its policies to the Council at any time upon request. In addition, the Council may reasonably request other information from time to time for the purpose of assessing the Contractor's compliance with the above conditions.

30 HUMAN RIGHTS (W) (Z)

- 30.1 The Contractor shall where appropriate take account of the Human Rights Act 1998 and shall not do anything in breach of it.

31 HEALTH AND SAFETY AT WORK (Z)

- 31.1 The Contractor will at all times in providing Goods, Services or Works to the Council comply with the provisions of the Health and Safety at work Act 1974 and provide evidence of doing so to the Council at any time upon request.

32 FREEDOM OF INFORMATION ACT 2000 (FOIA) AND ENVIRONMENTAL INFORMATION REGULATIONS 2004 (EIR) (W) (Z)

- 32.1 The Contractor acknowledges that the Council is subject to the requirements of the FOIA and the Environmental Information Regulations and shall assist and cooperate with the Council to enable the Council to comply with its Information disclosure obligations.
- 32.2 The Contractor shall notify the Council of any Commercially Sensitive Information provided to the Council together with details of the reasons for its sensitivity and the Contractor acknowledges that any lists or schedules of Commercially Sensitive Information so provided are of indicative value only and that the Council may be obliged to disclose such information.
- 32.3 The Contractor shall and shall procure that its Sub-contractors shall:
- 32.3.1 transfer to the Council all Requests for Information that it receives as soon as practicable and in any event within two Working Days of receiving a Request for Information;
- 32.3.2 provide the Council, at the Contractor's expense, with a copy of all Information in its possession, or power in the form that the Council requires within five Working Days (or such other period as the Council may specify) of the Council's request; and
- 32.3.3 provide, at the Contractor's expense, all necessary assistance as reasonably requested by the Council to enable the Council to respond to the Request for Information within the time for compliance set out in section 10 of the FOIA or regulation 5 of the Environmental Information Regulations.
- 32.4 The Council shall be responsible for determining in its absolute discretion and notwithstanding any other provision in this Agreement or any other agreement whether the Commercially Sensitive Information and/or any other Information is exempt from disclosure in accordance with the provisions of the FOIA or the Environmental Information Regulations and in considering any response to a Request for Information the Council may consult with the Contractor prior to making any decision or considering any exemption.
- 32.5 In no event shall the Contractor respond directly to a Request for Information unless expressly authorised to do so by the Council.
- 32.6 The Contractor acknowledges that (notwithstanding the provisions of this Freedom of Information clause) the Council may, acting in accordance with the Ministry of Justice's Code of Practice on the Discharge of the Functions of Public Authorities under Part 1 of the Freedom of Information Act 2000 ("the Code"), be obliged under the FOIA, or the Environmental Information Regulations to disclose information concerning the Contractor or the Services:
- 32.6.1 in certain circumstances without consulting the Contractor; or
- 32.6.2 following consultation with the Contractor and having taken their views into account;
- provided always that where sub-clause 32.6.1 above applies the Council shall, in accordance with any recommendations of the Code, take reasonable steps, where appropriate, to give the Contractor advanced notice, or failing that, to draw the disclosure to the Contractor's attention after any such disclosure.
- 32.7 The Contractor shall ensure that all Information required to be produced or maintained under the terms of this Agreement, or by Law or professional practice or in relation to the Agreement is retained for disclosure for at least the duration of the Agreement plus one year together with such other time period as required by the Agreement, law or practice and shall permit the Council to inspect such records as requested from time to time.
- 32.8 The Council shall in no event be liable for any loss, damage, harm, or detriment, howsoever caused, arising from or in connection with the reasonable disclosure under FOIA, or any other Law, of any information (including Exempt Information) whether relating to this Agreement or otherwise relating to any other party.

- 32.9 Where the Contractor is a Public Body the parties acknowledges that such obligations and duties of the Council as set out above are reciprocal to the Contractor. The Council and the Contractor acknowledge and agree that:
- 32.9.1 as Public Bodies they are subject to legal duties under the FOIA and EIR which may require either party to disclose on request information relating to this Agreement or otherwise relating to the other party;
- 32.9.2 they are required by law to consider each and every Request for Information made under FOIA;
- 32.9.3 that all decisions made by the other pursuant to a request under the FOIA are solely a matter for the Receiving Party and at the discretion of the Receiving Party.
- 32.9.4 Notwithstanding anything in this Agreement to the contrary (including but without limitation any obligations or confidentiality), the Receiving Party shall be entitled to disclose information in whatever form pursuant to a request made under FOIA, save that in relation to any information that is Exempt Information the Receiving Party shall consult the other party before making any such decision and shall not:
- (a) confirm or deny that information is held by the other party, or
 - (b) disclose information required
- to the extent that in the Receiving Party's opinion the information is eligible in the circumstances for an exemption and therefore the Receiving Party may lawfully refrain from doing either of the things described in part (a) and (b) of this clause.
- 32.9.5 each party shall bear its own costs of:
- a) assessing the application of any exemption under FOIA and/or
 - b) responding to any FOIA notice and/or
 - c) lodging any appeal against a decision of the Information Commissioner in relation to disclosure
- 32.9.6 the Receiving Party shall in no circumstances be liable for any loss, damage, harm, or detriment, howsoever caused, arising from or in connection with the reasonable disclosure under FOIA of any Exempt Information or other information whether relating to this Agreement or otherwise relating to the other party.
- 32.9.7 the other party shall assist the Receiving Party with the request as reasonably necessary to enable the Receiving Party to comply with its obligations under FOIA.

33 SAFEGUARDING(W) (Z)

- 33.1 Where the Service or activity being undertaken in this Agreement is a Regulated Activity the Contractor shall :
- (a) ensure that all individuals engaged in the provision of the Service or activity, and prior to commencing the provision of the service or activity, are subject to a valid enhanced disclosure check undertaken through the Disclosure and Barring Service including a check against the adults' barred list or the children's barred list, as appropriate; and
 - (b) monitor the level and validity of the checks under this clause 33.1 for each member of the Contractor's Personnel.
- 33.2 The Contractor warrants that at all times for the purposes of this Agreement it has no reason to believe that any person who is or will be employed or engaged by the Contractor in the provision of a Service or activity that is a Regulated Activity is barred from the activity in accordance with the provisions of the Safeguarding Vulnerable Groups Act 2006 and any regulations made thereunder, as amended from time to time.
- 33.3 The Contractor shall immediately notify the Council of any information that it reasonably requests to enable it to be satisfied that the obligations of this clause 33 have been met.
- 33.4 The Contractor shall refer information about any person carrying out the Services or the activity to the Disclosure and Barring Service where it removes permission for such person to carry out the Services or activity (or would have, if such person had not otherwise ceased to carry out the Services or the activity) because, in its opinion, such person has harmed or poses a risk of harm to the Service users, children or vulnerable adults.

33.5 The Contractor shall not employ or use the services of any person who is barred from, or whose previous conduct or records indicate that he or she would not be suitable to carry out Regulated Activity or who may otherwise present a risk to Service users.

33.6 Where the service requirement, specification or Purchase Order specifies that the Service or activity to be provided under this Agreement involves a Regulated Activity, or the Council otherwise notifies the Contractor, acting reasonably, that the Contractor's Personnel are required to be subject to a Disclosure and Barring Service check, the Contractor shall comply with clause 33.1 above..

34 SUSTAINABILITY

34.1 Contractors should at all times demonstrate how they contribute to the achievement of the Council's Sustainability Policy

35 EXPIRY

35.1 The Contractor will on the expiry or termination of the Agreement and, at its own cost, return (or at the request of the Council destroy) all information obtained in undertaking the performance of the Agreement.

36 AUDIT AND MONITORING) (W) (Z)

36.1 The Contractor will allow access for the Council's officers to all relevant information for the purposes of audit and the monitoring of the Agreement.

37 RIGHTS OF THIRD PARTIES

37.1 The parties to this Agreement do not intend that any of its terms will be enforceable by any person not a party to it by virtue of the Contracts (Rights of Third Parties) Act 1999.

38 ENTIRE AGREEMENT

38.1 This Agreement contains the entire agreement between the parties relating to the subject matter and supersedes any previous agreements, arrangements, undertakings or proposals, oral or written.

39 FORCE MAJEURE

39.1 Neither the Council nor the Contractor shall be in breach of this Agreement nor liable for any failure or delay in performing their obligations under this Agreement where it is directly caused, arising from or attributable to acts, events, omissions or accidents beyond its reasonable control ("Force Majeure Event"), provided that:-

39.1.1 any delay by a sub-contractor or supplier of the Party who is delayed will not relieve that Party from liability for delay except where the delay is beyond the reasonable control of the sub-contractor or supplier concerned; and

39.1.2 staff or material shortages or strikes or industrial action affecting only the Party who is delayed will not relieve that Party from liability for delay.

39.2 If the Party is subject to a Force Majeure Event it shall not be in breach of this Agreement provided that:-

39.2.1 it promptly notified the Council in writing of the nature and extent of the Force Majeure Event causing its failure or delay in performance; and

39.2.2 it has used its reasonable endeavours to mitigate the effect of the Force Majeure Event, to carry out its obligations under this Agreement in any way that is reasonably

practicable and to resume the performance of its obligations as soon as reasonably possible

in which case the performance of that Party's obligations will be suspended during the period that those circumstances persist and that Party will be granted a reasonable extension of time for performance up to a maximum equivalent to the period of the delay.

39.3 Save where that delay is caused by the act or failure to act of the other Party (in which event the rights, remedies and liabilities of the Parties will be those conferred by the other terms of this Agreement and by law):-

39.3.1 any costs arising from that delay will be borne by the Party incurring the same; and

39.3.2 either Party may, if that delay continues for more than 5 weeks, terminate this Agreement immediately on giving notice in writing to the other. Such termination shall be without prejudice to the rights of the parties in respect of any breach of this Agreement occurring prior to such termination.

40 GOVERNING LAW AND JURISDICTION (W)

40.1 It is the responsibility of the Contractor to comply with all relevant European and English legislation. This Agreement shall be governed by and construed in accordance with English Law and the parties agree to submit to the exclusive jurisdiction of the English and Welsh Courts

41 COMPLAINTS PROCEDURE (W) (Z)

41.1 The Contactor shall operate a complaints procedure in respect of any goods, services or works provided under these terms & conditions, to the entire satisfaction of the Council, and comply with the requirements of any regulatory body to which the Contractor is subject (including any change in such requirements) and ensure that its complaints procedure meets the following minimum standards:

41.1.1 is easy to access and understand

41.1.2 clearly sets out time limits for responding to complaints and keeping the complainant and the Council informed of progress;

41.1.3 provides confidential record keeping to protect employees under this contract and the complainant

41.1.4 provides information to management so that services can be improved

41.1.5 provides effective and suitable remedies

41.1.6 is regularly monitored and audited and which takes account of complainant and Council feedback

41.2 The Contactor shall ensure that:

41.2.1 under no circumstances is a complaint investigated by a member of its staff employed under this contract who may be part of the complaint.

41.2.2 someone who is independent of the matter complained of carries out the investigation

41.2.3 the complainant is made aware that they are entitled to have the complaint investigated by the Council if they are not satisfied with either the process of investigation or finding of the Contactor's investigations

41.2.4 the Contactor will ensure that it responds to the complainant within a max of 10 days of receiving the complaint

41.3 The Contactor will make its complaints procedure available on request

41.4 The Contactor shall ensure that all its employees and persons employed under this contract are made aware of its complaints procedure and shall designate one employee

(who shall be identified to the Council) to whom a complaint may be referred should the complainant not be satisfied with the initial response to their complaint

- 41.5 The Contactor shall keep accurate and complete written records of all complaints received and the responses to them and shall make these records available to the Council on request or at 12 monthly intervals in any event.
- 41.6 Where the Council is investigating a complaint the Contactor is required to participate fully in all investigations within the timescales requested by the Council
- 41.7 The Contractor should note that if a complaint is made to the Council by a third party relating to the goods, services or works provided, the Local Government Ombudsman has the power to investigate such a complaint and the Council requires the Contractor to fully co-operate in such investigation. If the Council is found guilty of maladministration or injustice by the Local Government Ombudsman because of the act or default of the Contractor the Contractor shall indemnify the Council in respect of the costs arising from such maladministration or injustice.

42 DISPUTES

- 42.1 If any dispute or difference shall arise between the parties as to the construction of this Agreement or any matter or thing of whatever nature arising under this Agreement or in connection with it then the same shall be dealt with as follows:-
 - 42.1.1 In the first instance a special meeting of both the Parties shall be arranged on 14 days written notice to the other party and the matter shall be discussed and the representatives shall use their reasonable endeavours to resolve the dispute
 - 42.1.2 If the dispute cannot be resolved in accordance with the preceding sub-clause then either one of the Parties may serve the Council's Chief Executive or the Contractor's senior officer or such other authorised officer of either party whose details have been notified to the other party, with notice of the dispute and those officers shall then appoint their representative to adjudicate and use their reasonable endeavours to resolve the dispute within 21 days of receipt of such notice

Additional definitions for clauses 43 and 44	
"Security Plan"	the Contractor's security plan prepared pursuant [<i>to paragraph 3 of schedule 2.5 (Security Requirements and Plan) an outline of which is set out in Appendix of schedule 2.5 (Security Requirements)</i>];
"Staff Vetting Procedures"	the Council's procedures and policies for the vetting of personnel whose role will involve the handling of information of a sensitive or confidential nature or the handling of information which is subject to any relevant security measures.

43 STAFFING SECURITY

- 43.1 The Contractor shall comply with the Staff Vetting Procedures in respect of all Contractor Personnel employed or engaged in the provision of the Services. The Contractor confirms that all Contractor Personnel employed or engaged by the Contractor at the commencement of this agreement were vetted and recruited on a basis that is equivalent to and no less strict than the Staff Vetting Procedures.
- 43.2 The Contractor shall provide training on a continuing basis for all Contractor Personnel employed or engaged in the provision of the Services in compliance with the Security Policy and Security Plan

44 SECURITY REQUIREMENTS

- 44.1 The Contractor shall comply, and shall procure the compliance of the Contractor Personnel, with the Security Policy and the Security Plan and the Contractor shall ensure that the Security Plan produced by the Contractor fully complies with the Security Policy.
- 44.2 The Council shall notify the Contractor of any changes or proposed changes to the Security Policy.
- 44.3 If the Contractor believes that a change or proposed change to the Security Policy will have a material and unavoidable cost implication to the Services it may submit a request for the Agreement to be varied in respect of any charges or fees payable under the Agreement. In doing so, the Contractor must support its request by providing evidence of the cause of any increased costs and the steps that it has taken to mitigate those costs.
- 44.4 Until and/or unless a change to the charges or costs is agreed by the Council pursuant to this clause the Contractor shall continue to perform the Services in accordance with its existing obligations



PREMISES SERVICES
 Shirehall
 Abbey Foregate
 Shrewsbury
 SY2 6ND



DESIGNERS HAZARD IDENTIFICATION & RISK ASSESSMENT (HAZRA)

Construction (Design and Management) Regulations 2015 (CDM 2015)

This document records H&S risks identified by the project Designer(s) relating to construction works described below.

Under CDM Regulations (2015) a Construction Phase Plan (CPP), appropriate to the scale and nature of the works, is required for all construction projects to show how the contractor will plan and organise the work and safeguard the health and safety of all of those involved.

Contractors should state under 'Contractors Action/Remarks' the steps they will take to address the risks identified by the designer. This document should then form part of the contractor's CPP. For minor works this completed form on its own may suffice as a contractors CPP. The form should make reference to other relevant documents, for example; risk assessments and method statements. For larger works the contractor should prepare a more detailed CPP.

The CPP and any supporting risk assessments/method statements must be submitted for approval to the Principal Designer before works commence on site.

Site:	Various	Date: August 2016	
Project:	Boiler Burner Servicing	Revision:	
Project Description	To Cover All sites For Boiler Burner Servicing		

	Name	Address	
Client:	Premises Services		Start Date: April 2017
Designer	Premises Services	Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND	Completion Date: 2021
Principal Designer (CDM)	Premises Services or Consultant	Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND	
Designer - Structural Engineer	N/A		
Designer - Other	N/A		
Designer - Other	N/A		
Principal Contractor	TBA		
Sub-Contractor	N/A		

HSE Notification (F10)	If the job will last longer than 500 person days or 30 working days (with more than 20 people working at the same time) it will need to be notified to the HSE.	Date of Notification:	
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WORK ITEM	POTENTIAL RISK, HAZARD, ETC.	DESIGNER IDENTIFIED RISKS / COMMENTS Site Specific - to be filled in by Designer/Contract Administrator.	CONTRACTORS ACTION / COMMENTS Site Specific - to be filled in by Contractor. You may reference other safety documentation where relevant. ALL boxes to be completed - Enter 'N/A' where not applicable.
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NOTE: TEXT IN RED IN THIS COLUMN IS GUIDANCE FOR THE DESIGNER AND SHOULD BE EDITED OR DELETED TO SUIT THE PROJECT AND CHANGED TO BLACK BEFORE ISSUE (DELETE THIS NOTE ON COMPLETION).

PRE START

Record Information	Existing record drawings, plans, surveys, reports, etc.	Contact premises services for details of any record drawings or plans	
Asbestos	Asbestos demolition/refurbishment survey undertaken in proposed work area.	If required this shall be carried out buy Premises Services	
Asbestos	Asbestos removal.	Premises Services to arrange removal of asbestos containing materials (describe ACM and location) using Council approved contractor. Remedial works undertaken prior to commencement.	
Co-Ordination	Will other contractors be working at the same site	Possibly more than one contractor may be working on the site at any one time. All contractors shall co-operate with one another, co-ordinate their work and take account of any shared interfaces (e.g.. shared traffic routes). Describe arrangements for cooperation and coordination? E.g. Frequency of site meetings, attendees etc. Operatives to follow instructions from site manager	
Safe Guarding	Contractor's staff must be risk assessed for working in a school environment.	All contractor staff and sub-contractors working on site should be DBS checked and approved to work on school premises. All contractor staff and sub-contractors will have to show DBS cards to school staff (during school hours) before being allowed entry onto site. Staff to sign in and out whenever entering and leaving site.	
Other	Other	Any other site specific risks and hazards should be recorded as necessary.	

SITE SET UP

Security	Will an external compound be required? Access to work area should be secure. Ladders removed etc. Heras fencing - double clipped, hoardings, etc.	Under normal circumstances a compound should not be required. However when contractor is working in a boilerhouse he must ensure that the boilerhouse is locked at all times	
Security	External storage/parking areas (smaller works).	The contractor shall ask the school for permission to use carpark	
Waste Management	Used boiler parts	The contractor must leave any items of plant that have been replaced for future inspection. They must be safely kept visible within the boilerhouse.	
Welfare	Toilet, washing and rest areas.	The contractor must ask permission of the school to use their facilities	
Fire Safety	Prepare an emergency plan. Agree with school any changes to their plans and contractor to confirm their own emergency plan	Contractors staff to follow general school evacuation plan in the event of an alarm/fire.	
Deliveries	Controls on deliveries & waste removal.	Deliveries are not to take place during children drop off and collection times. Where works take place in play areas deliveries should not take place during break times. Times to be confirmed by school.	
Services	Identification of existing services. High voltage cables, overhead lines present?	Known services are recorded on the site survey drawings. Theses should not be relied upon and the contractor must take all appropriate precautions to identify and isolate services within the work area.	
Protection	Provide temporary protection where required.	Internal access routes to be covered with plastic floor protection roll. Wooden floor to be protected with sheathing ply or similar. Contractor to take general precautions (dust sheets, etc.) to control dust and to keep the site in a tidy orderly state.	
Site Access / Segregation	Temporary alterations for the duration of the works.	Access to the entire work areas will be strictly controlled. School staff will not have access to the boilerhouse	

First Aid	First aid in the event of an accident.	Contractor must record all first aid incidents, near misses and serious injuries. Client to be advised accordingly. Contractor must possess his own first aid kit Staff to know location of nearest hospital.	
Co-ordination	Adjacent land use, neighbours, etc. Works on the highway, public footways, etc. Are any special measures required?	Not applicable.	
Management	Communication, site induction, training, visitors, etc.	Contractor will be responsible for the safety of his staff.	
Other	Other	Any other site specific risks and hazards should be recorded as necessary.	

Site Works

Significant Design/Construction Hazards	Significant design assumptions and suggested work methods/sequences. Are there any significant risks in the design or material specified?	N/A	
Asbestos	Awareness of asbestos on site	The contractor shall read the premise's asbestos register and be made aware of known asbestos containing materials on site - not just Supervisor. Liaison with Premise Manager required to ensure that register is available for contractors to sign	
Demolitions	Structural or non-load bearing? Large heavy components involved?	N/A	
Structural Alterations	Safe method of work to be provided. Temporary support, props, shoring ,etc. Protection from collapse	N/A	
Working at height	Servicing and repair of Ambi Rad high level heaters	Scaffold towers and access platforms shall be used and erected by competent persons when working at height. Ladders shall be used for access only and not as a working platform	
Working at height	Roof Access by ladder.	The law says that ladders can be used for work at height when a risk assessment has shown that using equipment offering a higher level of fall protection is not justified because of the low risk and short duration of use; or there are existing workplace features which cannot be altered. Short duration is not the deciding factor in establishing whether use of a ladder is acceptable or not – you should have first considered the risk. As a guide, if your task would require staying up a leaning ladder or stepladder for more than 30 minutes at a time, it is recommended that you consider alternative equipment. You should only use ladders in situations where they can be used safely, e.g. where the ladder will be level and stable, and where it is reasonably practicable to do so, the ladder can be secured.	
Working at height	Roof access by Scaffolding. To be installed and inspected by approved contractor and assembled generally in accordance with TG20. Open edges to be protected with guardrails, midrails and toe boards.	Scaffolding to be installed and inspected by approved contractor and assembled generally in accordance with TG20. See http://www.hse.gov.uk/construction/faq-scaffold.htm	
Working at height	Work around skylights, canopies, fragile materials. Skylights to be boarded or guarded to protect against falling. See Asbestos refurbishment survey.	Skylights to be boarded/guarded in work areas. Boundaries can be established identifying 'safe' areas containing the workplace and routes to and from it. If these are used: the boundary should be at least 2 m from the nearest fragile material. The boundary does not need to comply with full edge protection standards, but there should be a continuous physical barrier (a painted line or bunting is not acceptable) and tight discipline is essential to make sure everyone stays inside the safe area at all times.	
Fumes	Cleaning of flue ways, boiler flues	Contractor to use PPE equipment, masks and gloves	
Manual Handling / muscular-skeletal injuries	Eg, pumps, pipework boiler sections	Contractor to apply good working practises to reduce risk of injury. Specific risk assessments and method statements required for handling of all large prefabricated components.	

Electricity	Use of electric power tools	The contractor shall use only 110V power tools or battery operated power tools	
Harm from Commonplace Building Materials & Activities	Safe method of work to be provided.	Appropriate personnel protection to be used i.e. hard hats, boots, hi-viz, ear protectors, masks, gloves/ barrier creams, etc.	
Especially Hazardous Materials - e.g., lead solvents, isocyanates, micro organisms, carbon monoxide	Safe methods of work to be put in place & supported by method statement.	Specific risk assessment required.	
Hot Works	Roofing works using hot bitumen, gas torches, etc. Welding, gas cutting, etc. Method statement / Permit to Works WILL be required.	Where possible, hot working is not specified and safer alternatives are used. Where this is not possible a Mandatory Hot Work permit system is in use and followed. Contractor to provide fire extinguishers.	
Exceptional Risks	Does the work involve any of the following: -Exposure to chemical or biological hazards and/or radiation, etc. -Work in confined spaces, earthworks, tunnels, sewers, etc. -Work with explosives. -Work near power lines. -Work near water (risk of drowning).	Specific risk assessment required.	
Other	Other	Any other site specific risks and hazards should be recorded as necessary.	

Post Construction

Record Keeping	Service Reports	Contractor to send electronic copies of service reports and breakdowns	
Commissioning	Commissioning certificates, electrical certificates for new/altered installations, fire detection, emergency lighting, etc.	To be sent electronically	
Other	Other	Any other site specific requirements as necessary.	

HAZRA/ CPP prepared by: Name & position:	Designers name & title: Nick Breeze Senior Surveyor	Contractor H&S Representative: TBA
Date: August 2016		

CPP Approved by: Name & position:		
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New HAZRA - April 2016 : v1



PARTICULAR SPECIFICATION

MAINTENANCE OF BOILER/BURNER PLANT , MISCELLANEOUS GAS EQUIPMENT & BIOMAS BOILERS (RMCB 024)

**Prepared by:
Shropshire Council
Premises Services
July 2016**

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1 DEFINITIONS

'Client' refers to Shropshire Council's Premises Services Manager or any person appointed by them to act on their behalf.

'Contractor' refers to the company or organisation contracted to provide the services specified.

The specification must be read in conjunction with, and may be modified by, other documents comprising the full tender documentation.

2 GENERAL CONDITIONS

2.1 SCOPE OF CONTRACT

The contract shall comprise of twice yearly inspection and maintenance of oil, gas (NG & LPG) fired and biomass boilers/burners, together with listed ancillary equipment and other miscellaneous oil and gas fired equipment installed on Council controlled premises, to ensure that they are maintained in a safe condition so as to prevent risk of injury to any person or damage to any property.

It shall further comprise the provision of a breakdown repair service, as detailed in Section 6 and the issuing of 'Landlords Certificates' as detailed in Section 7.

2.2 DURATION OF CONTRACT

Fixed price tenders are being invited to the period 1st April 2017 – 31st March 2021. Prices submitted are for the period of 1st April 2017 – 31st March 2018, thereafter the contractor is entitled to submit a cost adjustment to the tendered figure on an annual basis **that is in line with the Retail Price Index, and which is subject to the approval by the contract administrator.**

The Client are entitled under the duration of this contract to amend the content of the scope of works, so as to encompass any legislative changes that impact upon the equipment covered under the scope of this contract.

The Client reserves the right to terminate the contract based upon the criteria as detailed in section 0 at any time during the contract period.

2.3 PERFORMANCE

The Client will operate a Performance Monitoring System for the Contractor working under this Contract, to enable the recording of and act on, under performance in respect of performance, price and quality.

The system will be a RAG (Red, Amber, and Green) traffic light system for any works done under the scope of the contact, this is also to include day works. A Contractor who performs adequately and in accordance with our requirements will be recorded as 'Green', all Contractors will start with a Green status by default.

The monitoring areas will generally be, but are not restricted to:

1. Health and Safety/Insurance
2. Quality of Workmanship
3. Programme
4. Cost
5. Attendance

Examples of issues that could lead to an Improvement, Registration of Concern or Warning Notice being raised are repeated instances of:- H & S lapses on sites, Failures to produce timely H & S Plans/Manuals, unacceptable work, poor workmanship, use of non-specified materials without authorisation, inadequate control of sub-contractors, lack of adequate services commissioning, insufficient provision of resources, inadequate programming, failure to adhere to timescales/sectional completions, failure to provide financial information, untimely provision of final accounts.

A rating status can be notified at any time during the project but one will be recorded as a minimum at Practical Completion (if it is an Amber or Red, otherwise a Green will be assumed).

The system process steps are;

1. Improvement Notice - Issue to the Contractor an "Improvement (Amber) Notice" recording the issues and giving the opportunity to improve. Issue of an Improvement Notice will be by email or formal letter.
2. Registration of Concern - Issue to the Contractor a "Registration of (Amber) Concern" recording the issues and any previous Notifications and requiring immediate response to the issues raised and performance improvement. The Contractor may be asked to attend a formal meeting to explain the reasons for poor performance and provide mitigation. Issue of the ROC will be via email or formal letter.
3. Warning Notice - Issue to the Contractor a "Warning (Red) Notice" recording the issues, previous Notifications and requiring immediate improvement under threat of contract termination, with a review period of six months or until improvement can be proven to the satisfaction of Premises Services, whichever is the shorter period. It may also require the Contractor to attend a formal meeting to explain why no improvement has been made. Issue of Warning will be via email or formal letter.
4. Termination Notice - Issue to the Contractor a "Termination (Red) Notice" recording the issues, previous Notifications and advising of termination of the contract. Issue will be via formal letter.

Under exceptional circumstances an issue may be notified and recorded which would warrant an immediate "Red" notification being issued, similarly two notifications in the same monitoring area can result in the same action.

Notwithstanding the above the recognised options available under the Terms & Conditions of contracts will still be available to the Client.

The above system will form part of the feedback process that will provide input into the Council's Key Performance Indicator system (KPI) together with Client Satisfaction feedback and Contract Administrator/Employers Agent evaluation.

2.4 IMPORTANT NOTES

- Contractors shall be responsible for visiting the site(s) to take all their own measurements, site surveys, necessary particulars and shall make arrangements with the establishment for gaining access to the relevant areas.
- The Contractor shall have the means to comply with the terms of the contract, bearing in mind that the equipment within the premises will be of a differing manufacture.
- The Contractors operative(s) shall carry a range of tools, suitable access equipment, equipment access keys, calibrated test instruments and any other necessary equipment to perform this function satisfactorily.

- The Contractor shall provide supervisory staff to regularly monitor the performance and quality of the work of its operative(s).
- The contractor shall include in the tendered costs those that will be incurred for any administrative duties such as photocopying and communication costs.
- The Contractor shall familiarise themselves with the site and in particular to the problems of gaining access to the site. Damage caused to any property in gaining access to the site by the Contractor or persons servicing the Contractor shall be made good at the Contractor's own expense to the satisfaction of the Client.
- The Contractor shall make good any damage caused to the premises by the Contractor or persons servicing the Contractor during the contract at the Contractor's own expense to the satisfaction of the Client.
- The Contractor and his employees must report to the premises office or reception whenever they are visiting site to 'book-in', and ensure they 'book-out' when leaving site on all occasions.
- Asbestos Management Regulation - Contractors shall be aware that there is a mandatory requirement to read and sign the onsite Asbestos Register prior to the commencement of any work. All operatives working on the servicing and repair of equipment must be in possession of valid asbestos awareness training, copies of these training records are to be submitted to the Client. The Contractor is to exercise extreme caution and remain vigilant when working on Heaters, as the internals of the units are likely to have been excluded from an asbestos management survey due to the non-intrusive nature of the inspections that the reports are generated from.
- The Contractor must ensure that all employees working for the Contractor and any persons servicing the Contractor behave in a responsible and respectful manner to all employees of the premises or any persons attending the premises, to include the wearing of suitable, respectable clothing and identity passes.
- This project is being undertaken on active Council sites and as such the normal operation of the site(s) shall not be interfered with. Co-operation and liaison with the site manager about any schedule and limitations is imperative.

2.5 HOURS OF WORK

Normal Daytime Hours are defined as: - 8am to 5pm Monday to Friday excluding Statutory and Bank Holidays. Please note there will be no additional costs applicable to the client outside of normal working hours for servicing, as some sites may require working outside the normal daytime hours as defined.

2.6 IDENTITY PASSES

All employees and persons servicing the Contractor shall, at the Contractor's expense, be provided with identification passes which meet the minimum acceptable standards of Shropshire Council. The passes shall contain a current photograph of the recipient together with his/her name, also the name of the company by which they are employed and having an authorisation signature, provided by a senior manager/director of that company. The passes should be encapsulated for protection and be available for inspection by premises staff or representatives of the Contract Administrator, at any time while the operative is on site. The passes are also to contain the engineers DBS number.

2.7 GENERAL HEALTH AND SAFETY

The site shall be maintained as a clean area at all times free of any litter or debris. The Contractor shall ensure that all public areas and pathways are left clear and free of hazards at all times and leave the premises clean and tidy on completion of the work. The Contractor shall provide suitable first aid facilities on site.

The Contractor shall ensure that all personnel are provided with, and instructed to wear, proprietary personal protective equipment (PPE) where and whenever there is a risk of injury.

If the premises management agree to provide in-house toilet facilities, the Contractor shall ensure that such facilities and access to and from them, are maintained with all due care and 'left as found' on completion of the contract.

2.8 LEGISLATION

The Contractor's attention is drawn to the following Health, Safety and Welfare Legislation:

- Fire Precautions Act 1971
- The Health and Safety at Work etc. Act 1974
- Health and Safety (First Aid) Regulations 1981
- Electricity at Work Regulations 1989
- Construction (Head Protection) Regulations 1989
- Environmental Protection Act 1989
- The Control of pollution Act 1990
- Manual Handling Operations Regulations 1992
- Workplace (Health Safety and Welfare) Regulations 1992
- Personal Protective Equipment at Work Regulations 1992
- Reporting of Injuries, Diseases & Dangerous Occurrences Regulations 2013
- Confined Space Regulations 1997
- Lifting Operations & Lifting Equipment Regulations 1998
- Provision & Use of Work Equipment Regulations 1998
- Management of Health & Safety at Work Regulations 1999
- The Fire Precautions (Workplace) (Amendment) Regulations 1999
- Control of Substances Hazardous to Health Regulations 2002
- Control of Noise at Work Regulations 2005
- Working at Height Regulations 2005
- The Control of Asbestos at Work Regulations 2012
- Construction and Design Management Regulations 2015
- Pressure Systems Safety Regulations 2000

This is not a complete list of the relevant legislation and is presented only as a guide to assist the Contractor.

2.9 RISK ASSESSMENT AND METHOD STATEMENTS

The Contractor shall carry out a detailed and recorded "Risk Assessment" and "Method Statement" for the works and submit two copies with the completed tender documents.

General Principle of Risk Assessment

The risk assessment shall identify what measures the Contractor needs to take to comply with the requirements and prohibitions imposed on him by or under the “relevant statutory provisions”. This phrase covers the general duties in the Health and Safety at Work Act etc. 1974 and more specific duties in the various Acts and Regulations (including the Management of Health and Safety at Work Regulations) 1999 associated with Health and Safety at Work.

1. The Contractor shall ensure that he undertakes a risk assessment and provides a method statement for his means of access to allow for inspection and testing.
2. All works shall be carried out in strict accordance with the requirements of “The Work at Height Regulations 2005.
3. The Contractor shall ensure that all personnel employed upon this contract are suitably trained and experienced and competent to work at height.

2.10 CONSTRUCTION PHASE HEALTH AND SAFETY PLAN (CPP)

For all works that do not fall under the scope of maintenance, the contractor shall ensure that a CPP is available on site and reflects the safety arrangements relevant to that site. For example, protection of the public, exposure to asbestos, electricity and confined spaces, etc. See HSE site for further information.

The detail relating to these arrangements may be given in the RAMS above but must be available on site for inspection.

2.11 DISCLOSURE AND BARRING SERVICE – DBS

All operatives working under this contract on site, must be in possession of a current enhanced DBS certificate. Written confirmation of compliance with this must form part of the tender submission.

2.12 DATA PROTECTION

The Contractor shall in relation to the performance of his obligations under this Contract be contractually bound to the Client to act in a way which is consistent with the obligations of a public authority under the Data Protection Act 1998 and in particular the Principles of the Data Protection Act 1998.

- The British Standard for the secure destruction of confidential material (BS EN 15713:2009) applies to confidential information in all its forms. It requires companies to dispose of confidential information by shredding or disintegration. Confidential materials include paper records, computer hard drives and CDs/DVDs.
- Organisations must ensure that any documents containing confidential contract information must be disposed of in a manner that complies with BS EN 15713:2009 when transporting, storing and destroying documents.
- The Data Protection Act 1998 introduced a requirement in October 2000 that all organisations that are contracted to provide services to the Client and that services includes processing of personal data are obliged to ensure secure storage of data.
- The Contractor shall at all time during the terms of the Contract implement appropriate technical and organisational measures acceptable by the Council to protect any personal data being accessed or processed by unlawful processing of personal data and against accidental loss or destruction of or damage to personal data held or processed by the Contractor and that the Contractor shall have taken all reasonable steps to ensure reliability of any of their staff which will have access to personal data processed as part of the contract.

- The Contractor shall act only on the Council's instructions in relation to the processing of any personal data provided to the Contractor by the Council or on behalf or by the Council's employees or former employees.
- Upon receipt of at least 7 days' notice the Contractor shall allow access to any relevant premises owned or controlled by the Contractor to inspect procedures described above and will, on the Council's request, prepare a report to the Council as to the Contractor's current technical and organisational measures used to protect any such personal data.

The Contractor shall consider all reasonable suggestions which the Client may put to the Contractor to ensure that the level of protection provided for personal data is in accordance with this document and make changes suggested unless the Contractor can prove to the Client reasonable satisfaction that they are not necessary to ensure on going compliance with the Contractor undertaking in the clauses stated above.

2.13 BUSINESS CONTINUITY

The Contractor is required to have considered Business Continuity arrangements and developed robust Business Continuity Plans which will minimise any effects on this contract should the Contractor's resources or operations be compromised through an unplanned event. The Contractor shall make available upon request for inspection their Business Continuity plans which, as a minimum, shall detail contingencies in the event of loss or reduced Contract Administration staff, office facilities or IT infrastructure and craft operatives and/or sub-contractors in the event of widespread illness i.e. flu pandemic. Additional contract sensitive issues i.e. supply chain management should also be considered.

3 SCOPE OF SPECIFICATION

This part of the specification provides the basis for an oil, gas (NG & LPG) and biomass boiler/burner & miscellaneous gas equipment maintenance contract between the Client and the Contractor.

The objective of the contract is for the Contractor to provide a twice yearly inspection and maintenance of oil and gas fired boilers/burners, together with listed ancillary equipment and other miscellaneous oil and gas fired equipment installed on Council controlled premises, to ensure that they are maintained in a safe condition so as to prevent risk of injury to any person or damage to any property. The Contractor shall also provide an emergency breakdown repair service and issue 'Landlords Certificates' where appropriate.

The inspection and maintenance service is intended to demonstrate compliance with:

1. **Gas Safe Register**
2. **HSE Approved Code of Practice L56** Safety in the installation and use of gas systems and appliances
3. **Gas Safety (Installation and Use) Regulations 1998**
4. **Gas Safety (Management) Regulations 1996**
5. **Gas Appliances (Safety) Regulations 1995**
6. **Institute of Gas Engineers IGE/UP/11** Gas installations for educational establishments
7. **Institute of Gas Engineers IGE/UP/1A** Strength testing, tightness testing and direct purging of small low pressure industrial and commercial Natural gas installations

8. **B.S. 5482 Code of practice for domestic butane and propane gas burning installations**
9. **The Health and Safety at Work etc. Act 1974**
10. **OFTEC Regulations**
11. **The Workplace (Health, Safety and Welfare) Regulations 1992**
12. **The Control of Pollution (Oil Storage) Regulations 2001**

'Client' refers to Shropshire Council's Surveying Team Leader or any person appointed by him to act on his behalf.

'Contractor' refers to the company or organisation contracted to provide the services specified.

'ACOP' refers to the Approved Code of Practice L56 Safety in the installation and use of gas systems and appliances.

The specification must be read in conjunction with, and may be modified by, other documents comprising the full tender documentation.

Unless otherwise specified the work shall comprise all labour, transport and materials necessary to complete the contract. This includes the provision of access equipment and labour.

3.1 EQUIPMENT SCHEDULE

The Client has included in the tender documents a schedule giving details of properties, plant locations, plant manufacturer, model & age, fuel, previous maintenance dates and requirement for a Landlord's Certificate.

The schedules for the forthcoming year will be submitted to the Contractor prior to 31st March each year. The Contractor shall amend his records and programme of service visits in accordance with the submitted schedules and any subsequent additions or deletions, as authorised by the Client.

Equipment Schedule No. 1 represents all boiler/burner plant.

Equipment Schedule No. 2 represents other miscellaneous gas fired equipment.

It shall be noted that in Equipment Schedule No. 1 wherever the words 'bk blr' (back boiler) appear, the Contractor shall take it to mean a combined gas fired back boiler and radiant gas fire and for the purpose of servicing and pricing should consider them as one unit. All back boilers are only to receive the Summer Service.

4 GENERAL REQUIREMENTS

4.1 GENERAL

The Contractor shall provide the Client with information to allow the Client to assess the competency of the Contractor and individual personnel carrying out the service work. This

shall include as a minimum requirement the names of the specific persons who may carry out the work. It shall also include details of the quality system operated by the Contractor. The Contractor will obtain agreement from the Client before substituting alternative personnel before or during the contract.

The Contractor's tender should include a method statement for the work to be undertaken. The Contractor's insurance arrangements must comply with the tender requirements and be in force before work is allowed to commence. The Contractor should make copies of the policies available for approval.

All work and procedures must adhere to relevant regulations, statutes and codes of practice. The Contractor must comply with the Client's Health & Safety Policy. Failure to do so may result in immediate expulsion of Contractor personnel from the site.

All hazardous or inflammable materials brought onto site must be notified to the Client in compliance with the 'Control of Substances Hazardous to Health Regulations, 2002'. All hazardous waste generated during sampling must be removed from site by the Contractor in compliance with the 'Health and Safety at Work etc. Act 1974'.

All work and procedures shall be undertaken with due care to avoid damage to the contents and fabric of the building.

The Contractor is expected to exercise politeness, confidentiality and discretion during the course of the maintenance work. Results of the service may only be divulged to the Client's representative and other persons nominated by the Client.

4.2 ACCESS

The Contractor shall make access arrangements seven working days in advance with the Head or Manager of each property, giving notification that access to the property is required and that access will be available. Failure to comply with this requirement will result of non-payment of abortive visit charges. A record of with whom contact was made with will be required to sanction abortive visit charges.

All work referred to in this Specification shall be carried out during the normal working day unless local arrangements are made. Such local arrangements shall not involve the Council in overtime payments to their own or Contractor's staff.

It is the Contractor's responsibility to supply all access equipment, including ladders and mobile units, and then gain access to all plant & equipment listed in the Schedule of Property and Equipment.

The Contractor shall allow in their costs, those that will be incurred by moving stored items to allow access to plant.

4.3 ADDITIONS/DELETIONS OF PROPERTIES

The Client may, during the period of the contract, wish to add or delete properties from the schedule. Any such additions or deletions shall be effected by giving the Contractor one months' notice in writing and shall be effected without penalty to the Client. The floor area given may also alter due to building or demolitions.

4.4 ADDITIONS / DELETIONS OF SYSTEMS

The Client may, during the period of the contract, add items of plant to the schedule for maintenance in accordance with the procedures laid down in this Specification. Any such additions shall be in the form of an endorsement at the current contract unit.

The Client may, during the period of the contract, delete systems from the schedule for maintenance. Any such deletions shall be effected by giving one months' notice in writing, without penalty to the Client and be in accordance with the 'Contract Adjustments' clause.

The Contractor is to identify any additional items of plant requiring service under the scope of this contract whilst on site and seek clarification from the Contract Administrator as to how to proceed.

4.5 CONTRACT ADJUSTMENTS

For the purpose of additions and deletions, the total contract sum shall be adjusted by negotiations.

4.6 AUTHORISATION OF WORK

All work to be carried out beyond the scope of the Specification and Service Schedules shall be authorised by the Client before the work is undertaken.

The Client reserves the right to seek competitive alternative quotations for any works that fall outside the scope of the servicing.

4.7 CONSUMABLES

The Contract shall be deemed to be inclusive of all consumables and cleaning materials necessary for the complete and satisfactory operation of the Boiler/Burner and Miscellaneous Gas systems. Consumables are defined as all items of equipment, materials or components that have to be replaced on a regular basis.

4.8 COSTS

All work referred to in the Specification shall be carried out during the normal working day unless local arrangements are made. Such local arrangements shall not involve the Council in overtime payments to their own or Contractor's staff.

The costs will be fixed for the duration of the contract.

4.9 DELEGATION

The Contractor shall not delegate performance of the whole or any part of this contract to any person or company unless they have obtained the written permission of the Client.

Where permitted delegation shall only be to another contractor on the Client's approved list and may only be on a short term basis and in no circumstances shall it constitute more than 10% of the total scheduled contract works.

4.10 SCHEDULE OF MAINTENANCE

An indicative schedule giving details of plant, locations and last inspection dates is enclosed (Appendix A).

Additional units located on site shall be reported to the Contract Administrator complete with all relevant information to enable the unit to be placed on the schedule if applicable.

4.11 HAZARDOUS SITUATIONS

Should a hazardous situation to the buildings' occupants become apparent, the appropriate service should be isolated and the situation drawn immediately to the Contract Administrator's attention by telephone on 01743 281054.

4.14 GAS INDUSTRY UNSAFE SITUATIONS

The Contractor shall identify & report on all gas fittings which could potentially create a risk to health. Where a serious and immediate risk to health and safety is identified or suspected the Contractor shall:

1. Where an 'At Risk' situation is encountered inform the Client at the earliest opportunity prior to implementing the Gas Industry Unsafe Situations Procedure
2. Implement the Gas Industry Unsafe Situations Procedure without delay where an 'Immediately Dangerous' situation exists and inform the client at the earliest opportunity.

4.15 INSPECTION OF WORK

The Contractor shall be required from time to time to partially dismantle and re-assemble any items of equipment upon request, as far as is reasonably practicable, to demonstrate the nature of the servicing work carried out and that the work has been completed in accordance with the manufacturers and Client service requirements. This is to include making available any faulty items or items replaced for inspection indicating the nature of the fault. Any faulty components that are replaced must be left on site. No costs shall be incurred to the Client for this element of the contract.

4.16 LIABILITY FOR ACCIDENTS & DAMAGE

The Contractor shall exercise reasonable care in carrying out its obligations and agrees to indemnify the Client in respect of all damage to property and injury to persons to the extent that such damage or injury arises directly from the Contractor's negligence, but the liability of the Contractor in respect of such damage shall be limited to a maximum of five million pounds in any one event.

4.17 TRANSPORT

The contract shall be deemed to include all transport cost for work persons performing work within the contract.

4.18 RECALLS

Return visits within 28 days necessitated in the judgement of the Contract Administrator shall be at the Contractor's expense.

4.19 SERVICE ROUTINES

The service routines outlined in the Servicing Schedule (Appendix 1) are to read in conjunction with British Standards and industry guidelines. These represent the base requirements of the service.

4.20 SITE PROTECTION

The Contractor shall be responsible for the protection of the site, the works and the public against all theft, damage or injury and shall allow for all necessary watching and lighting for the security of the works and protection of the public.

The Contractor shall also erect and maintain any necessary temporary barriers or other means to protect and prevent accidental or unauthorised approach to potentially hazardous areas, such as incomplete plant or partially dismantled work platforms, unfenced drops, treated floor areas, hot or chemical processes etc. and remove on completion.

4.21 SPARE PARTS AND RENEWALS

The Contractor shall supply & fit all spare parts as required up to the financial limit of **£400** including materials, labour) per property, with the permission of the site representative / budget holder or mechanical surveyor from Premises Services. For remedial works over the financial limit a quotation must be completed for the whole repair work and forwarded to the Client. An official order number will be issued if the quotation is approved.

The quotation must include a full breakdown of costs, showing individual costs for materials and labour, to enable the quotation to be evaluated fully.

Fitting replacement parts shall be carried out as far as possible during the maintenance visit. The Contractor's vehicles must carry adequate stocks of parts. The Contractor shall only use new spares, except when otherwise directed. Reconditioned parts are not acceptable.

Chargeable spare parts replaced during maintenance or breakdown visits shall be left on site for inspection and disposal instructions from the Client. Random checks of replaced parts may be carried out by the Client. The Contractor shall reimburse the Client for any parts that have been changed and subsequently are found to be in working order.

4.22 REVIEW MEETINGS

It is to be assumed that the Contractors contract manager will be required to attend biannual contract review meetings with the Contract Administrator at Shropshire Councils HQ, to discuss contract performance and any other matters deemed necessary. The frequency of these meeting may be increased or reduced based upon the Contract Administrators requirements.

4.23 CONTROL OF SUBSTANCES HAZARDOUS TO HEALTH

All chemicals to be used in the cleaning process to be advised to the Contract Administrator complete with all your relevant COSHH Assessments and copy of the manufacturers Hazard Data Sheets for prior approval.

4.24 TAKING OF PHOTOGRAPHS

The Contractor shall advise the Head of school and college sites that their engineers will be taking photographs of the lightning protection system as necessary, for inclusion with the formal servicing report.

5 SERVICE PROGRAMME

All gas related work shall be undertaken in accordance with the statutory provisions of The Gas Safety (Installation & use) Regulations 1998.

The service work shall be carried out according to the provisions of the relevant ACOP, British Standards and industry guidance.

The Service Programme shall comprise the following: -

Two service visits to each scheduled property, with a minimum period of 5 months between each service, together with complete equipment checks and cleans.

One overhaul visit, together with a complete equipment check, boiler flue-way and combustion chamber clean. This shall be known as the **Summer Service**. It shall be carried out during the period 1st April to 30th September to a programme agreed in advance with the Client.

One inspection and service visit together with an equipment check. This shall be known as the **Winter Service**. It shall be carried out when equipment and plant is in

use, during the period 1st October to 31st March, to a programme agreed in advance with the Client.

Frequency of biomass boilers to go along the same lines as the above service **Summer Service** and **Winter Service** can increase on the client's choice.

SUMMER SERVICE
PERIOD 1st April to 30th September

OIL & GAS FIRED BOILER/BURNERS AND BACK BOILERS INCLUDING ASSOCIATED EQUIPMENT AND MISCELLANEOUS GAS EQUIPMENT

1. Strip down burner so that all parts can be examined & cleaned, with washers, gaskets and any worn or broken parts replaced. Reassemble boiler/burner.
2. Clean all combustion spaces including boiler, flue ways and transition pieces, removing by mechanical means all hard scale deposits, sulphur, soot and any other deposits. Remove all waste materials from site.
3. Remake loose or damaged flue pipe joints and/or damaged or worn boiler door joints.
4. Check operation of all emergency gas and oil safety cut offs.
5. Check fuel lines for leaks and repair as necessary. A tightness test shall be carried out following repairs to gas pipework.
6. Check oil tanks, tank gauges & Watchman fill gauges for operation and leaks. Clean contents vision tube where fitted.
7. Inspect all thermostats, gauges and automatic air vents within the boiler house.
8. Check system performance and plant functions at high and low levels to ensure control integration is being obtained.
9. Inspect condition of insulation material within the boiler house and report any defective insulation. If insulation is damaged and thought to contain asbestos, then proceed in accordance with 'Control of asbestos regulations 2006' and notify the Client.
10. Run up to temperature burner/boiler on service and carry out complete combustion test using equipment approved by the Client but owned by the Contractor. Adjust the equipment to operate at maximum efficiency.
11. Check for correct operation of all boiler control and limit thermostats and flame failure devices and report if defective.
12. Check flue stabiliser for correct operation and reset if necessary.
13. Leave plant in a clean and tidy condition and report on service sheet any defects not rectified during the service visit.
14. In the case of equipment listed in Equipment Schedule No. 2, i.e. Miscellaneous Gas Equipment, it will be sufficient to carry out a full service according to the equipment manufacturer's recommended service instructions, whilst incorporating as many of the tasks listed above as is practically possible.

WINTER SERVICE
PERIOD 1st October to 31st March

**OIL & GAS FIRED BOILER/BURNERS INCLUDING ASSOCIATED EQUIPMENT AND
MISCELLANEOUS GAS EQUIPMENT, EXCLUDING BACK BOILERS**

1. Generally inspect boiler/burner and all accessible parts, clean nozzles, filters etc.
2. Check operation of all emergency gas and oil safety cut offs.
3. Check fuel lines for leaks and repair as necessary. A tightness test shall be carried out following repairs to gas pipework.
4. Inspect all thermostats, gauges and automatic air vents within the boiler house.
5. Inspect condition of insulation material within the boiler house and report any defective insulation. If insulation is damaged and thought to contain asbestos, then proceed in accordance with 'Control of asbestos regulations 2006' and notify the Client.
6. Carry out complete combustion test using equipment approved by the Client but owned by the Contractor. Adjust the equipment to operate at maximum efficiency.
7. Check for correct operation of all boiler control and limit thermostats and flame failure devices and report if defective.
8. Check flue stabiliser for correct operation and reset if necessary.
9. Leave plant in a clean and tidy condition and report on service sheet any defects not rectified during the service visit.
10. In the case of equipment listed in Equipment Schedule No. 2, i.e. Miscellaneous Gas Equipment, it will be sufficient to carry out a full service according to the equipment manufacturer's recommended service instructions, whilst incorporating as many of the tasks listed above as is practically possible.

Biomass Service:

1. Refractory Linings-Check condition
2. Boiler Flueway and Chamber-re-seal check for air leaks and seal as necessary
3. Boiler –Reconnect test fire carry out adjust primary and secondary tertiary combustion checks. Test refit casing and thoroughly clean down.
4. Inspect, check for broken parts and clean conveyors, feeders, etc.
5. Clean off any clinker, report to client if any repairs are required.
6. Ash Removal-Inspect for wear and where operation automatic reset controls.
7. Automatic Ignition-Clean and Check Operation and reset. Refer to code of practice BS 5839.
8. General –Check all fuel supply valves for free operation.
9. Combustion Check-Start up system and carry out tests.
10. Thermostats, pressure sensors, altitude gauges and thermostats
11. Check for correct operation and settings.

6 SERVICE REPORTS & INVOICES

6.1 SERVICE REPORTS GENERAL

The Contractor shall submit service reports including all specialist reports and test equipment printouts, electronically complete with the invoice, and if necessary a quote for any required remedial works, to the Contractor Administrator. A copy of the service report shall also be sent to the site manager of the property.

In addition the Contractor shall ensure that a site logbook be maintained on site containing duplicate copies of all the reports information submitted to the Contract Administrator.

Please note: No hand written service reports will be accepted

The site logbook shall also contain a copy of the Site Risk Assessment, Method Statement and COSHH for the Contractor's operatives and all specialist sub-contractors.

The method of service reporting may be liable to change by request of the Client, at any point in time under the contract duration. This shall be at no cost to the Client.

Not adhering to stipulated criteria may lead to administration penalties.

The Client reserves the right to request copies of supplier's invoices to verify cost mark-up against trade price of materials used against the values stated in the Tender Response Document.

6.2 Invoice requirements

The invoice shall be emailed to propertyfinance@shropshire.gov.uk and submitted within 14 days of the service visit.

The invoice shall contain and make reference to the following:

- Invoice name and address (SC)
- Invoice to be on company headed paper showing company name and address
- If VAT applicable – clear breakdown and your VAT registration number
- Property name and address (1 property per invoice)
- Property number
- Official order number
- Work carried out
- Date of work carried out
- Service cost and materials used, together with the service report, delivery note and completed recommendation / quotation form where applicable

6.3 Credit note requirements

The credit note shall be emailed to propertyfinance@shropshire.gov.uk and submitted with reference to the following:

- Invoice name and address (SC)
- Be on company headed paper showing company name and address
- Property name and address (1 property per invoice)
- Property number
- Official order number
- Work carried out
- Date of work carried out
- Reference to the invoice being credited
- Service cost and materials used, together with the service report, delivery note and completed recommendation / quotation form where applicable

6.4 Service report requirements

The service report shall contain and make reference to the following: -

- Date of the service visit.
- Property name and address.
- Property number (as the Equipment Schedules No.1 & No. 2).
- Contractor name, address and telephone number.
- Boiler and burner manufacturer, model, serial numbers, year of installation, kW output and fuel.
- Miscellaneous equipment, description of unit, manufacturer, model, serial number, year of installation, kW output and fuel.
- Boiler/equipment location on site.
- Carbon monoxide, carbon dioxide & oxygen content of the flue gasses, together with flue gas temperature and flue draught conditions.
- Gas pressure at manifold.
- Boiler efficiency.
- A statement of the condition of the other items required by the respective service routine.
- Property representative's name and signature.
- Engineer name and signature.
- Details of replacement parts fitted or required.

The service report shall be emailed to propertyfinance@shropshire.gov.uk and submitted within 14 days of the service visit, each report being countersigned by the caretaker or other responsible person on site. Photographs should be included where appropriate to highlight specific points.

Random checks of replaced parts may be carried out by the Client. The Contractor shall reimburse the Client for any parts that have been changed and subsequently are found to be in working order.

6.5 LANDLORD GAS SAFETY CERTIFICATES

In accordance with the Gas Safety (Installation and Use) Regulations 1998 and in addition to the service report a 'Landlord Certificate' is to be completed and issued for appliances installed in 'residential properties'. The residential properties are identified on Equipment Schedule No. 1 and Equipment Schedule No. 2 by a 'Y' in the 'Landlord Certificate' column. The certificate is only to be completed during the summer service. The cost associated with issuing the 'Landlord Certificate' shall be included within the unit cost for servicing the appliance.

The Contractor shall provide Landlord Certificates in a format that complies with the Gas Safety (Installation and Use) Regulations 1998. The use of standard GAS SAFE reporting pads is the preferred format. One copy of the Landlord Certificate shall be left on site at the time of the service visit; a duplicate shall be forwarded to the Client stapled to the invoice and service report.

The Landlord Certificates are in addition to the service report.

6.6 PAYMENT OF INVOICE

Payment of invoices will be made in arrears following the submission of the service report. Payment will be made following the submission of an electronic invoice, to include a signed and authorised work sheet, on completion of the works and must be presented within 14 days following completion of works. *As detailed in section 6.2*

The Council reserves the right to request copies of supplier's invoices to verify cost mark-up against trade price of materials used against the values stated in section 8.

Payment will be made following the submission of an invoice complete with all relevant reports for the previous months' inspections. The monthly invoice may be in the form of individual invoices one per property clearly showing the property number, property name, number of units inspected and breakdown of repair costs or one invoice with schedule clearly showing for each individual property the property number, property name, number of units inspected and breakdown of repair costs.

7 CALL OUTS & EMERGENCY REPAIRS

The Contractor shall be required to provide a 24 hour 365 day per year emergency breakdown service. **Answer phone services are not acceptable.**

The Contractor shall be able to respond to instructions to attend an emergency breakdown by attending site within 2 hours from receipt of call from the Client.

Breakdowns shall be given priority over planned service visits and must be completed within 24 hours from receipt of a call, unless otherwise agreed with the Client.

For breakdowns reported during normal working hours the Contractor will be issued verbally with an order number, followed by an official Email order within a few days.

For breakdowns reported outside normal working hours the Contractor shall obtain an order number from the Client on the next working day.

The charges and rates for callouts and emergency breakdowns i.e. labour rates, materials, together with any special conditions, shall be indicated on the tender form for work not included in the Specification and Schedules. Where the Client considers the charges and special conditions excessive the whole tender may be disqualified.

The Contractor shall provide details of operatives 'on-call' for the out of normal hours breakdown service. Details which shall include names & contact numbers shall be available at the commencement of the contract. These details shall be updated to reflect any revisions immediately following any such revisions. The Contractor shall also re-confirm the contact details prior to each annual extension of the Contract and prior to times of public holidays e.g. Easter, Christmas etc.

The Contractor shall report to the person in charge of the premises if they are unable to complete a repair and inform that person the course of action they are taking i.e. obtaining replacement parts.

In the event of spares/parts not being available from stock or local suppliers the Contractor is to make arrangements for overnight delivery direct from the manufacturer to their agents.

8 SERVICING PROCEDURES

8.1 GENERAL

The service work shall be carried out according to the provisions of the British Standards and industry guidance.

Although the maintenance tasks are presented in a checklist format applied to generic systems, it is not implied that maintenance responsibilities should be defined in this way. The Contractor is responsible for maintaining the entire system, not just groups of components.

Code	Group	Group Description	Sub Group Description	Type
19254	M02	Boiler / Burner	Unknown	M002F/01
19255	M02	Boiler / Burner	Unknown	M002F/01
19256	M02	Boiler / Burner	Unknown	M002F/01
19257	M02	Boiler / Burner	Unknown	M002F/01
19271	M02	Boiler / Burner	Unknown	M002F/01
19272	M02	Boiler / Burner	Unknown	M002F/01
19285	M02	Boiler / Burner	Boiler - Gas	M002A/01
19287	M02	Boiler / Burner	Unknown	M002F/01
19288	M02	Boiler / Burner	Unknown	M002F/01
19293	M02	Boiler / Burner	Unknown	M002F/01
19294	M02	Boiler / Burner	Unknown	M002F/01
19295	M02	Boiler / Burner	Unknown	M002F/01
19296	M02	Boiler / Burner	Boiler - Oil	M002B/01
19297	M02	Boiler / Burner	Boiler - Oil	M002B/01
19298	M02	Boiler / Burner	Unknown	M002F/01
19299	M02	Boiler / Burner	Unknown	M002F/01
19300	M02	Boiler / Burner	Unknown	M002F/01
19304	M02	Boiler / Burner	Unknown	M002F/01
19310	M02	Boiler / Burner	Unknown	M002F/01
19311	M02	Boiler / Burner	Unknown	M002F/01
19312	M02	Boiler / Burner	Boiler - Oil	M002B/01
19313	M02	Boiler / Burner	Boiler - Oil	M002B/01
19315	M02	Boiler / Burner	Unknown	M002F/01
19319	M02	Boiler / Burner	Unknown	M002F/01
19320	M02	Boiler / Burner	Boiler - Oil	M002B/01
19321	M02	Boiler / Burner	Boiler - Oil	M002B/01
19325	M02	Boiler / Burner	Boiler - Oil	M002B/01
19328	M02	Boiler / Burner	Unknown	M002F/01
19332	M02	Boiler / Burner	Unknown	M002F/01
19333	M02	Boiler / Burner	Unknown	M002F/01
19337	M02	Boiler / Burner	Boiler - Oil	M002B/01
19338	M02	Boiler / Burner	Boiler - Oil	M002B/01
19342	M02	Boiler / Burner	Unknown	M002F/01
19345	M02	Boiler / Burner	Unknown	M002F/01
19347	M02	Boiler / Burner	Unknown	M002F/01
19348	M02	Boiler / Burner	Unknown	M002F/01
19351	M02	Boiler / Burner	Unknown	M002F/01
19352	M02	Boiler / Burner	Unknown	M002F/01
19353	M02	Boiler / Burner	Unknown	M002F/01
19354	M02	Boiler / Burner	Unknown	M002F/01
19355	M02	Boiler / Burner	Unknown	M002F/01
19356	M02	Boiler / Burner	Unknown	M002F/01
19360	M02	Boiler / Burner	Unknown	M002F/01
19361	M02	Boiler / Burner	Unknown	M002F/01
19364	M02	Boiler / Burner	Unknown	M002F/01
19365	M02	Boiler / Burner	Boiler - Oil	M002B/01
19367	M02	Boiler / Burner	Unknown	M002F/01
19368	M02	Boiler / Burner	Unknown	M002F/01
19369	M02	Boiler / Burner	Unknown	M002F/01

19370	M02	Boiler / Burner	Unknown	M002F/01
19371	M02	Boiler / Burner	Unknown	M002F/01
19375	M02	Boiler / Burner	Unknown	M002F/01
19376	M02	Boiler / Burner	Unknown	M002F/01
19377	M02	Boiler / Burner	Unknown	M002F/01
19378	M02	Boiler / Burner	Boiler - Oil	M002B/01
19379	M02	Boiler / Burner	Boiler - Oil	M002B/01
19380	M02	Boiler / Burner	Unknown	M002F/01
19381	M02	Boiler / Burner	Unknown	M002F/01
19387	M02	Boiler / Burner	Boiler - Oil	M002B/01
19388	M02	Boiler / Burner	Boiler - Oil	M002B/01
19392	M02	Boiler / Burner	Back boiler	M002C/01
19393	M02	Boiler / Burner	Unknown	M002F/01
19394	M02	Boiler / Burner	Unknown	M002F/01
19400	M02	Boiler / Burner	Unknown	M002F/01
19401	M02	Boiler / Burner	Unknown	M002F/01
19402	M02	Boiler / Burner	Unknown	M002F/01
19406	M02	Boiler / Burner	Back boiler	M002C/01
19409	M02	Boiler / Burner	Unknown	M002F/01
19410	M02	Boiler / Burner	Unknown	M002F/01
19411	M02	Boiler / Burner	Water heater	M002E/01
19413	M02	Boiler / Burner	Unknown	M002F/01
19424	M02	Boiler / Burner	Unknown	M002F/01
19439	M02	Boiler / Burner	Unknown	M002F/01
19440	M02	Boiler / Burner	Unknown	M002F/01
19441	M02	Boiler / Burner	Back boiler	M002C/01
19457	M02	Boiler / Burner	Unknown	M002F/01
19458	M02	Boiler / Burner	Boiler - Oil	M002B/01
19461	M02	Boiler / Burner	Unknown	M002F/01
19462	M02	Boiler / Burner	Unknown	M002F/01
19463	M02	Boiler / Burner	Unknown	M002F/01
19464	M02	Boiler / Burner	Unknown	M002F/01
19475	M02	Boiler / Burner	Boiler - Oil	M002B/01
19476	M02	Boiler / Burner	Boiler - Oil	M002B/01
19477	M02	Boiler / Burner	Boiler - Oil	M002B/01
19478	M02	Boiler / Burner	Boiler - Oil	M002B/01
19479	M02	Boiler / Burner	Boiler - Oil	M002B/01
19482	M02	Boiler / Burner	Boiler - Oil	M002B/01
19517	M02	Boiler / Burner	Unknown	M002F/01
19518	M02	Boiler / Burner	Unknown	M002F/01
19522	M02	Boiler / Burner	Unknown	M002F/01
19537	M02	Boiler / Burner	Unknown	M002F/01
19540	M02	Boiler / Burner	Unknown	M002F/01
19541	M02	Boiler / Burner	Unknown	M002F/01
19542	M02	Boiler / Burner	Unknown	M002F/01
19543	M02	Boiler / Burner	Unknown	M002F/01
19544	M02	Boiler / Burner	Unknown	M002F/01
19547	M02	Boiler / Burner	Unknown	M002F/01
19548	M02	Boiler / Burner	Unknown	M002F/01
19549	M02	Boiler / Burner	Unknown	M002F/01

19576	M02	Boiler / Burner	Unknown	M002F/01
19578	M02	Boiler / Burner	Unknown	M002F/01
19580	M02	Boiler / Burner	Unknown	M002F/01
19584	M02	Boiler / Burner	Unknown	M002F/01
19589	M02	Boiler / Burner	Unknown	M002F/01
19590	M02	Boiler / Burner	Unknown	M002F/01
19591	M02	Boiler / Burner	Unknown	M002F/01
19592	M02	Boiler / Burner	Unknown	M002F/01
19593	M02	Boiler / Burner	Unknown	M002F/01
19594	M02	Boiler / Burner	Unknown	M002F/01
19595	M02	Boiler / Burner	Unknown	M002F/01
19597	M02	Boiler / Burner	Unknown	M002F/01
19598	M02	Boiler / Burner	Unknown	M002F/01
19599	M02	Boiler / Burner	Unknown	M002F/01
19600	M02	Boiler / Burner	Unknown	M002F/01
19615	M02	Boiler / Burner	Unknown	M002F/01
19616	M02	Boiler / Burner	Unknown	M002F/01
19617	M02	Boiler / Burner	Unknown	M002F/01
19647	M02	Boiler / Burner	Boiler - Oil	M002B/01
19648	M02	Boiler / Burner	Boiler - Oil	M002B/01
19650	M02	Boiler / Burner	Unknown	M002F/01
19651	M02	Boiler / Burner	Unknown	M002F/01
19656	M02	Boiler / Burner	Unknown	M002F/01
19659	M02	Boiler / Burner	Unknown	M002F/01
19660	M02	Boiler / Burner	Unknown	M002F/01
19661	M02	Boiler / Burner	Unknown	M002F/01
19667	M02	Boiler / Burner	Unknown	M002F/01
19673	M02	Boiler / Burner	Unknown	M002F/01
19674	M02	Boiler / Burner	Unknown	M002F/01
19675	M02	Boiler / Burner	Unknown	M002F/01
19676	M02	Boiler / Burner	Unknown	M002F/01
19677	M02	Boiler / Burner	Unknown	M002F/01
19678	M02	Boiler / Burner	Unknown	M002F/01
19679	M02	Boiler / Burner	Unknown	M002F/01
19680	M02	Boiler / Burner	Unknown	M002F/01
19681	M02	Boiler / Burner	Unknown	M002F/01
19682	M02	Boiler / Burner	Unknown	M002F/01
19683	M02	Boiler / Burner	Unknown	M002F/01
19691	M02	Boiler / Burner	Unknown	M002F/01
19692	M02	Boiler / Burner	Unknown	M002F/01
19693	M02	Boiler / Burner	Unknown	M002F/01
19694	M02	Boiler / Burner	Unknown	M002F/01
19699	M02	Boiler / Burner	Unknown	M002F/01
19705	M02	Boiler / Burner	Unknown	M002F/01
19707	M02	Boiler / Burner	Unknown	M002F/01
19709	M02	Boiler / Burner	Unknown	M002F/01
19712	M02	Boiler / Burner	Unknown	M002F/01
19713	M02	Boiler / Burner	Unknown	M002F/01
19715	M02	Boiler / Burner	Unknown	M002F/01
19719	M02	Boiler / Burner	Unknown	M002F/01

19720	M02	Boiler / Burner	Unknown	M002F/01
19721	M02	Boiler / Burner	Unknown	M002F/01
19722	M02	Boiler / Burner	Unknown	M002F/01
19723	M02	Boiler / Burner	Unknown	M002F/01
19724	M02	Boiler / Burner	Unknown	M002F/01
19725	M02	Boiler / Burner	Back boiler	M002C/01
19740	M02	Boiler / Burner	Unknown	M002F/01
19761	M02	Boiler / Burner	Unknown	M002F/01
19765	M02	Boiler / Burner	Unknown	M002F/01
19769	M02	Boiler / Burner	Back boiler	M002C/01
19771	M02	Boiler / Burner	Unknown	M002F/01
19774	M02	Boiler / Burner	Unknown	M002F/01
19775	M02	Boiler / Burner	Unknown	M002F/01
19786	M02	Boiler / Burner	Unknown	M002F/01
19801	M02	Boiler / Burner	Unknown	M002F/01
19802	M02	Boiler / Burner	Unknown	M002F/01
19825	M02	Boiler / Burner	Unknown	M002F/01
19828	M02	Boiler / Burner	Unknown	M002F/01
19830	M02	Boiler / Burner	Unknown	M002F/01
19832	M02	Boiler / Burner	Unknown	M002F/01
19834	M02	Boiler / Burner	Unknown	M002F/01
19835	M02	Boiler / Burner	Unknown	M002F/01
19836	M02	Boiler / Burner	Unknown	M002F/01
19837	M02	Boiler / Burner	Unknown	M002F/01
19841	M02	Boiler / Burner	Unknown	M002F/01
19842	M02	Boiler / Burner	Unknown	M002F/01
19843	M02	Boiler / Burner	Unknown	M002F/01
19849	M02	Boiler / Burner	Unknown	M002F/01
19850	M02	Boiler / Burner	Unknown	M002F/01
19851	M02	Boiler / Burner	Unknown	M002F/01
19852	M02	Boiler / Burner	Unknown	M002F/01
19853	M02	Boiler / Burner	Unknown	M002F/01
19854	M02	Boiler / Burner	Unknown	M002F/01
19855	M02	Boiler / Burner	Unknown	M002F/01
19856	M02	Boiler / Burner	Unknown	M002F/01
19857	M02	Boiler / Burner	Unknown	M002F/01
19858	M02	Boiler / Burner	Unknown	M002F/01
19859	M02	Boiler / Burner	Unknown	M002F/01
19860	M02	Boiler / Burner	Unknown	M002F/01
19861	M02	Boiler / Burner	Unknown	M002F/01
19862	M02	Boiler / Burner	Boiler - Gas	M002A/01
19867	M02	Boiler / Burner	Boiler - Oil	M002B/01
19872	M02	Boiler / Burner	Unknown	M002F/01
19873	M02	Boiler / Burner	Boiler - Oil	M002B/01
19875	M02	Boiler / Burner	Unknown	M002F/01
19876	M02	Boiler / Burner	Unknown	M002F/01
19879	M02	Boiler / Burner	Unknown	M002F/01
19883	M02	Boiler / Burner	Unknown	M002F/01
19886	M02	Boiler / Burner	Unknown	M002F/01
19887	M02	Boiler / Burner	Unknown	M002F/01

19888	M02	Boiler / Burner	Unknown	M002F/01
19889	M02	Boiler / Burner	Boiler - Oil	M002B/01
19890	M02	Boiler / Burner	Boiler - Oil	M002B/01
19891	M02	Boiler / Burner	Unknown	M002F/01
19894	M02	Boiler / Burner	Unknown	M002F/01
19896	M02	Boiler / Burner	Unknown	M002F/01
19899	M02	Boiler / Burner	Unknown	M002F/01
19900	M02	Boiler / Burner	Unknown	M002F/01
19901	M02	Boiler / Burner	Unknown	M002F/01
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19906	M02	Boiler / Burner	Unknown	M002F/01
19907	M02	Boiler / Burner	Unknown	M002F/01
19908	M02	Boiler / Burner	Unknown	M002F/01
19915	M02	Boiler / Burner	Boiler - Oil	M002B/01
19919	M02	Boiler / Burner	Unknown	M002F/01
19920	M02	Boiler / Burner	Unknown	M002F/01
19921	M02	Boiler / Burner	Unknown	M002F/01
19922	M02	Boiler / Burner	Unknown	M002F/01
19924	M02	Boiler / Burner	Unknown	M002F/01
19925	M02	Boiler / Burner	Unknown	M002F/01
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19949	M02	Boiler / Burner	Boiler - Oil	M002B/01
19950	M02	Boiler / Burner	Boiler - Oil	M002B/01
19956	M02	Boiler / Burner	Unknown	M002F/01
19957	M02	Boiler / Burner	Unknown	M002F/01
19958	M02	Boiler / Burner	Unknown	M002F/01
19959	M02	Boiler / Burner	Boiler - Oil	M002B/01
19960	M02	Boiler / Burner	Unknown	M002F/01
19961	M02	Boiler / Burner	Unknown	M002F/01
19962	M02	Boiler / Burner	Unknown	M002F/01
19963	M02	Boiler / Burner	Unknown	M002F/01
19965	M02	Boiler / Burner	Unknown	M002F/01
19966	M02	Boiler / Burner	Unknown	M002F/01
19967	M02	Boiler / Burner	Unknown	M002F/01
19968	M02	Boiler / Burner	Unknown	M002F/01
19973	M02	Boiler / Burner	Unknown	M002F/01
19976	M02	Boiler / Burner	Unknown	M002F/01
19977	M02	Boiler / Burner	Unknown	M002F/01
19983	M02	Boiler / Burner	Unknown	M002F/01
19987	M02	Boiler / Burner	Unknown	M002F/01

19988	M02	Boiler / Burner	Unknown	M002F/01
19991	M02	Boiler / Burner	Unknown	M002F/01
19992	M02	Boiler / Burner	Unknown	M002F/01
19993	M02	Boiler / Burner	Unknown	M002F/01
19994	M02	Boiler / Burner	Unknown	M002F/01
19995	M02	Boiler / Burner	Unknown	M002F/01
19997	M02	Boiler / Burner	Unknown	M002F/01
19998	M02	Boiler / Burner	Unknown	M002F/01
19999	M02	Boiler / Burner	Boiler - Oil	M002B/01
20000	M02	Boiler / Burner	Unknown	M002F/01
20003	M02	Boiler / Burner	Boiler - Oil	M002B/01
20004	M02	Boiler / Burner	Unknown	M002F/01
20005	M02	Boiler / Burner	Unknown	M002F/01
20006	M02	Boiler / Burner	Unknown	M002F/01
20010	M02	Boiler / Burner	Unknown	M002F/01
20011	M02	Boiler / Burner	Unknown	M002F/01
20012	M02	Boiler / Burner	Unknown	M002F/01
20013	M02	Boiler / Burner	Unknown	M002F/01
20014	M02	Boiler / Burner	Unknown	M002F/01
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20016	M02	Boiler / Burner	Unknown	M002F/01
20017	M02	Boiler / Burner	Unknown	M002F/01
20018	M02	Boiler / Burner	Unknown	M002F/01
20019	M02	Boiler / Burner	Unknown	M002F/01
20020	M02	Boiler / Burner	Unknown	M002F/01
20021	M02	Boiler / Burner	Unknown	M002F/01
20026	M02	Boiler / Burner	Unknown	M002F/01
20027	M02	Boiler / Burner	Unknown	M002F/01
20030	M02	Boiler / Burner	Unknown	M002F/01
20031	M02	Boiler / Burner	Unknown	M002F/01
20032	M02	Boiler / Burner	Unknown	M002F/01
20044	M02	Boiler / Burner	Unknown	M002F/01
20047	M02	Boiler / Burner	Unknown	M002F/01
20050	M02	Boiler / Burner	Boiler - Oil	M002B/01
20051	M02	Boiler / Burner	Unknown	M002F/01
20052	M02	Boiler / Burner	Unknown	M002F/01
20053	M02	Boiler / Burner	Unknown	M002F/01
20054	M02	Boiler / Burner	Unknown	M002F/01
20055	M02	Boiler / Burner	Water heater	M002E/01
20066	M02	Boiler / Burner	Unknown	M002F/01
20067	M02	Boiler / Burner	Unknown	M002F/01
20068	M02	Boiler / Burner	Unknown	M002F/01
20071	M02	Boiler / Burner	Unknown	M002F/01
20072	M02	Boiler / Burner	Unknown	M002F/01
20073	M02	Boiler / Burner	Unknown	M002F/01
20074	M02	Boiler / Burner	Unknown	M002F/01
20075	M02	Boiler / Burner	Unknown	M002F/01
20076	M02	Boiler / Burner	Unknown	M002F/01
20077	M02	Boiler / Burner	Unknown	M002F/01
20078	M02	Boiler / Burner	Unknown	M002F/01

20079	M02	Boiler / Burner	Unknown	M002F/01
20080	M02	Boiler / Burner	Unknown	M002F/01
20081	M02	Boiler / Burner	Unknown	M002F/01
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20083	M02	Boiler / Burner	Unknown	M002F/01
20085	M02	Boiler / Burner	Unknown	M002F/01
20087	M02	Boiler / Burner	Unknown	M002F/01
20089	M02	Boiler / Burner	Unknown	M002F/01
20095	M02	Boiler / Burner	Unknown	M002F/01
20099	M02	Boiler / Burner	Unknown	M002F/01
20102	M02	Boiler / Burner	Unknown	M002F/01
20123	M02	Boiler / Burner	Unknown	M002F/01
20139	M02	Boiler / Burner	Unknown	M002F/01
20140	M02	Boiler / Burner	Unknown	M002F/01
20144	M02	Boiler / Burner	Unknown	M002F/01
20145	M02	Boiler / Burner	Unknown	M002F/01
20146	M02	Boiler / Burner	Unknown	M002F/01
20147	M02	Boiler / Burner	Boiler - Oil	M002B/01
20150	M02	Boiler / Burner	Unknown	M002F/01
20163	M02	Boiler / Burner	Unknown	M002F/01
20164	M02	Boiler / Burner	Unknown	M002F/01
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20179	M02	Boiler / Burner	Unknown	M002F/01
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20186	M02	Boiler / Burner	Unknown	M002F/01
20187	M02	Boiler / Burner	Unknown	M002F/01
20189	M02	Boiler / Burner	Boiler - Oil	M002B/01
20190	M02	Boiler / Burner	Unknown	M002F/01
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20197	M02	Boiler / Burner	Unknown	M002F/01
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20228	M02	Boiler / Burner	Boiler - Oil	M002B/01
20230	M02	Boiler / Burner	Unknown	M002F/01

20231	M02	Boiler / Burner	Unknown	M002F/01
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20258	M02	Boiler / Burner	Boiler - Oil	M002B/01
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20295	M02	Boiler / Burner	Unknown	M002F/01
20296	M02	Boiler / Burner	Unknown	M002F/01
20297	M02	Boiler / Burner	Unknown	M002F/01
20298	M02	Boiler / Burner	Unknown	M002F/01
20299	M02	Boiler / Burner	Unknown	M002F/01
20300	M02	Boiler / Burner	Unknown	M002F/01
20304	M02	Boiler / Burner	Unknown	M002F/01
20305	M02	Boiler / Burner	Boiler - Oil	M002B/01
20306	M02	Boiler / Burner	Boiler - Oil	M002B/01

20307	M02	Boiler / Burner	Unknown	M002F/01
20308	M02	Boiler / Burner	Unknown	M002F/01
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20313	M02	Boiler / Burner	Unknown	M002F/01
20314	M02	Boiler / Burner	Unknown	M002F/01
20315	M02	Boiler / Burner	Unknown	M002F/01
Boilers	M02	Boiler / Burner	Boiler - Gas	M002A/01
PL00006841	M02	Boiler / Burner	Unknown	M002F/01
PL00006842	M02	Boiler / Burner	Unknown	M002F/01
PL00006843	M02	Boiler / Burner	Unknown	M002F/01
PL00006869	M02	Boiler / Burner	Boiler - Gas	M002A/01
PL00006874	M02	Boiler / Burner	Boiler - Oil	M002B/01
PLA0006678	M02	Boiler / Burner	Unknown	M002F/01
PLA0006679	M02	Boiler / Burner	Unknown	M002F/01
PLA0006680	M02	Boiler / Burner	Unknown	M002F/01
PLA0006681	M02	Boiler / Burner	Unknown	M002F/01
PLA0006682	M02	Boiler / Burner	Unknown	M002F/01
PLA0006683	M02	Boiler / Burner	Unknown	M002F/01
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PLA0006729	M02	Boiler / Burner	Boiler - Gas	M002A/01
PLA0006730	M02	Boiler / Burner	Boiler - Gas	M002A/01
PLA0006731	M02	Boiler / Burner	Boiler - Gas	M002A/01
PLA0006732	M02	Boiler / Burner	Boiler - Gas	M002A/01
PLA0006733	M02	Boiler / Burner	Boiler - Gas	M002A/01
PLA0006734	M02	Boiler / Burner	Boiler - Gas	M002A/01
PLA0006735	M02	Boiler / Burner	Boiler - Gas	M002A/01
PLA0006736	M02	Boiler / Burner	Boiler - Gas	M002A/01
PLA0006737	M02	Boiler / Burner	Boiler - Gas	M002A/01
PLA0006738	M02	Boiler / Burner	Boiler - Gas	M002A/01
PLA0006739	M02	Boiler / Burner	Boiler - Gas	M002A/01
PLA0006740	M02	Boiler / Burner	Boiler - Oil	M002B/01
PLA0006741	M02	Boiler / Burner	Boiler - Oil	M002B/01
PLA0006742	M02	Boiler / Burner	Boiler - Gas	M002A/01
PLA0006743	M02	Boiler / Burner	Boiler - Gas	M002A/01
PLA0006744	M02	Boiler / Burner	Boiler - Gas	M002A/01
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PLA0006751	M02	Boiler / Burner	Boiler - Gas	M002A/01
PLA0006752	M02	Boiler / Burner	Boiler - Gas	M002A/01
PLA0006753	M02	Boiler / Burner	Boiler - Gas	M002A/01

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PLA0009511	M02	Boiler / Burner	Boiler - Gas	M002A/01
PLA0009512	M02	Boiler / Burner	Boiler - Gas	M002A/01
PLA0009513	M02	Boiler / Burner	Boiler - Gas	M002A/01
PL00006720	M14	Miscellaneous Gas Equipment	Gas Fire	M014I/01
PL00006721	M14	Miscellaneous Gas Equipment	Gas Fire	M014I/01
PLA0000370	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000371	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000374	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000375	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000377	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000378	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000382	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000383	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000401	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000402	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000403	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
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PLA0000443	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000444	M14	Miscellaneous Gas Equipment	Ambi U Tube heater	M014C/01
PLA0000445	M14	Miscellaneous Gas Equipment	Ambi U Tube heater	M014C/01
PLA0000446	M14	Miscellaneous Gas Equipment	Ambi U Tube heater	M014C/01
PLA0000447	M14	Miscellaneous Gas Equipment	Ambi U Tube heater	M014C/01
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PLA0000449	M14	Miscellaneous Gas Equipment	Ambi U Tube heater	M014C/01
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PLA0000459	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000460	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01

PLA0000461	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000476	M14	Miscellaneous Gas Equipment	U Tube Heater	M014N/01
PLA0000477	M14	Miscellaneous Gas Equipment	U Tube Heater	M014N/01
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PLA0000479	M14	Miscellaneous Gas Equipment	U Tube Heater	M014N/01
PLA0000480	M14	Miscellaneous Gas Equipment	Ambi Rad U Tube	M014B/01
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PLA0000495	M14	Miscellaneous Gas Equipment	Ambi Rad U Tube	M014B/01
PLA0000496	M14	Miscellaneous Gas Equipment	Warm Air Unit	M014O/01
PLA0000497	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000498	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000503	M14	Miscellaneous Gas Equipment	Warm Air Unit	M014O/01
PLA0000513	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000514	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000515	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000517	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000518	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000519	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000520	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000521	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000532	M14	Miscellaneous Gas Equipment	Warm Air Unit	M014O/01
PLA0000533	M14	Miscellaneous Gas Equipment	Warm Air Unit	M014O/01
PLA0000534	M14	Miscellaneous Gas Equipment	Warm Air Unit	M014O/01
PLA0000614	M14	Miscellaneous Gas Equipment	Ambi U Tube heater	M014C/01
PLA0000624	M14	Miscellaneous Gas Equipment	Warm Air Unit	M014O/01
PLA0000644	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000655	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000656	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000658	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
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PLA0000660	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000661	M14	Miscellaneous Gas Equipment	Ambi Rad U Tube	M014B/01
PLA0000675	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000676	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000677	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000683	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000684	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000685	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01

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PLA0000697	M14	Miscellaneous Gas Equipment	Ambi Rad U Tube	M014B/01
PLA0000698	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000701	M14	Miscellaneous Gas Equipment	Over Head Radiant	M014K/01
PLA0000702	M14	Miscellaneous Gas Equipment	Over Head Radiant	M014K/01
PLA0000703	M14	Miscellaneous Gas Equipment	Over Head Radiant	M014K/01
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PLA0000727	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
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PLA0000734	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000735	M14	Miscellaneous Gas Equipment	Convactor-Gas	M014D/01
PLA0000736	M14	Miscellaneous Gas Equipment	Ambi U Tube heater	M014C/01
PLA0000737	M14	Miscellaneous Gas Equipment	Ambi U Tube heater	M014C/01
PLA0000738	M14	Miscellaneous Gas Equipment	Ambi U Tube heater	M014C/01
PLA0006832	M14	Miscellaneous Gas Equipment	Convactor Heater	M014H/01
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PLA0006835	M14	Miscellaneous Gas Equipment	Convactor Heater	M014H/01
PLA0006836	M14	Miscellaneous Gas Equipment	Convactor Heater	M014H/01
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PLA0006839	M14	Miscellaneous Gas Equipment	Convactor Heater	M014H/01
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PLA0006842	M14	Miscellaneous Gas Equipment	Convactor Heater	M014H/01
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PLA0007733	M14	Miscellaneous Gas Equipment	Convactor Heater	M014H/01
PLA0007752	M14	Miscellaneous Gas Equipment	Convactor Heater	M014H/01
PLA0007753	M14	Miscellaneous Gas Equipment	Convactor Heater	M014H/01

Report: PL01: Plant

Filtering details:

Active = 'Active'

Ordering details:

`Code` (ascending)

Rows returned:

Returned 12534 rows (from 1 to 12534) of 13042 rows.

Type Description	Description	Site Code
Unknown	BOILER ROOM	200
Unknown	BOILER ROOM	200
Unknown	BOILER ROOM	200
Unknown	KITCHEN	200
Unknown	BOILER 2	340
Unknown	BOILER 1	340
Boiler - Gas	BOILER & GAS FIRE	410
Unknown	BOILER 2 - 7135	420
Unknown	BOILER 1 - 3330	420
Unknown	BOILER 1	460
Unknown	BOILER 3	460
Unknown	BOILER 2	460
Boiler - Oil	OIL BOILER	470
Boiler - Oil	OIL BOILER	480
Unknown	BOILER 2	500
Unknown	BOILER 1	500
Unknown	BOILER 3	500
Unknown	BOILER	630
Unknown	BOILER OIL	660
Unknown	BOILER OIL	660
Boiler - Oil	OIL BOILER	680
Boiler - Oil	OIL BOILER	680
Unknown	BOILER	730
Unknown	BOILER - 806004	780
Boiler - Oil	OIL BOILER 2	825
Boiler - Oil	OIL BOILER 1	825
Boiler - Oil	OIL BOILER	930
Unknown	BOILER	970
Unknown	MAIN BOILER 2 - 5695	1030
Unknown	MAIN BOILER 1 - 9951	1030
Boiler - Oil	OIL BOILER	1210
Boiler - Oil	OIL BOILER	1220
Unknown	BOILER	1240
Unknown	BOILER	1260
Unknown	BOILER 2	1300
Unknown	BOILER 1	1300
Unknown	BOILER 5 - 0834	1320
Unknown	BOILER 4 - 8477	1320
Unknown	BOILER 2	1320
Unknown	BOILER 3	1320
Unknown	BOILER 1	1320
Unknown	BOILER	1350
Unknown	BOILER 2	1410
Unknown	BOILER 1	1410
Unknown	BOILER	1440
Boiler - Oil	OIL BOILER	1510
Unknown	BOILER	1560
Unknown	BOILER 2	1580
Unknown	BOILER 1	1580

Unknown	BOILER 2	1580
Unknown	BOILER 1	1580
Unknown	KITCHEN PLANT RM	1615
Unknown	BOILER 2	1615
Unknown	BOILER 1	1615
Boiler - Oil	BOILER OIL - 9275290	1620
Boiler - Oil	BOILER OIL - 9282338	1620
Unknown	BOILER 2	1630
Unknown	BOILER 1	1630
Boiler - Oil	BOILER OIL - 7482	1730
Boiler - Oil	BOILER OIL - 7478	1730
Back boiler	BACK BOILER	1780
Unknown	BOILER 2 - 8989	1790
Unknown	BOILER 1 - 8988	1790
Unknown	MAIN BOILER 1	1810
Unknown	MAIN BOILER 2	1810
Unknown	NEW BLOCK - BOILER 3	1810
Back boiler	Back Boiler	1850
Unknown	BOILER 3	1865
Unknown	BOILER 2	1865
Water heater	WATER HEATER 2	1865
Unknown	BOILER 1	1865
Unknown	BOILER 1	1950
Unknown	CLYDE BOILER	2010
Unknown	CLYDE BOILER	2010
Back boiler	BACK BOILER	2020
Unknown	BOILER	2150
Boiler - Oil	OIL BOILER	2790
Unknown	BOILER 1	2850
Unknown	BOILER 3 - 85601471	2850
Unknown	BOILER	2870
Unknown	BOILER	2900
Boiler - Oil	OIL BOILER	2980
Boiler - Oil	CLYDE 351-5 OIL BURNER	3120
Boiler - Oil	MAIN OIL BOILER	3120
Boiler - Oil	MAIN OIL BOILER	3120
Boiler - Oil	MAIN OIL BOILER	3120
Boiler - Oil	OIL BOILER	3140
Unknown	A BLOCK BOILER 1	3300
Unknown	A BLOCK BOILER 2	3300
Unknown	RSLA BOILER	3300
Unknown	BOILER 3	3480
Unknown	BOILER 2	3480
Unknown	BOILER 1	3480
Unknown	BOILER 1 - MAIN	3500
Unknown	BOILER 2 - MAIN	3500
Unknown	BOILER 3 - MAIN	3500
Unknown	BOILER - LANGUAGE	3500
Unknown	BOILER - LANGUAGE	3500
Unknown	BOILER - DESIGN	3500

Unknown	MAIN BLOCK BOILER 1	3580
Unknown	MAIN BLOCK BOILER 2	3580
Unknown	MAIN BLOCK BOILER 3	3580
Unknown	MATHS BLOCK	3610
Unknown	ENGLISH BLK BOILER	3620
Unknown	MAIN BOILER 1	3620
Unknown	MAIN BOILER 2	3620
Unknown	MAIN BOILER 3	3620
Unknown	ART BLOCK	3620
Unknown	ART BLOCK	3620
Unknown	ART BLOCK	3620
Unknown	WEST BLOCK BOILER	3640
Unknown	MAIN BOILER 2	3640
Unknown	MAIN BOILER 1	3640
Unknown	MAIN BOILER 3	3640
Unknown	BOILER 1 - 9007	3890
Unknown	BOILER 2 - 9007	3890
Unknown	BOILER 3 - 0356	3890
Boiler - Oil	OIL BOILER 2 - 2029279	4200
Boiler - Oil	OIL BOILER 1 - 2030977	4200
Unknown	HW BOILER	4510
Unknown	HW BOILER	4510
Unknown	MAIN BOILER	4620
Unknown	HW BOILER 1	4660
Unknown	HW BOILER 2	4660
Unknown	BOILER	4671
Unknown	CLYDE BOILER	5005
Unknown	BOILER HSE - NO 1 19855	5020
Unknown	BOILER HSE - NO 2 19855	5020
Unknown	GYM BOILER HSE	5020
Unknown	GLOWWORM BOILER	5031
Unknown	BOILER	5032
Unknown	BOILER	5032
Unknown	DHW BOILER	5032
Unknown	ANDREWS HW BOILER	5085
Unknown	HAMWORTHY BOILER	5085
Unknown	HAMWORTHY BOILER	5085
Unknown	SMITH HW BOILER	5085
Unknown	MAIN BOILER 1	5330
Unknown	MAIN BOILER 2	5330
Unknown	MAIN BOILER 3	5330
Unknown	MAIN BOILER 4	5330
Unknown	MAIN BOILER	5350
Unknown	SEAGOLD	5680
Unknown	MAIN BOILER	5710
Unknown	MAIN BOILER	5750
Unknown	BOILER 2 - A102010	5760
Unknown	BOILER - A102A13	5760
Unknown	STREBEL BOILER	5820
Unknown	HW BOILER	5885

Unknown	HW BOILER	5885
Unknown	HW BOILER 4	5890
Unknown	HW BOILER 3	5890
Unknown	HW BOILER 1	5890
Unknown	HW BOILER 2	5890
Back boiler	BACK BOILER	5995
Unknown	BOILER	6330
Unknown	MAIN BOILER	6705
Unknown	MAIN BOILER	6726
Back boiler	BACK BOILER	6755
Unknown	HW BOILER	6766
Unknown	HW BOILER 2	6771
Unknown	HW BOILER 1	6771
Unknown	BOILER	6882
Unknown	BOILER 1	9421
Unknown	BOILER 2	9421
Unknown	HW BOILER 1	6582
Unknown	BOILER OIL	760
Unknown	BOILER	1240
Unknown	BOILER 1	642
Unknown	ALCOLA BLOCK BOILER 1	3580
Unknown	ALCOLA BLOCK BOILER 2	3580
Unknown	BOILER 2	2850
Unknown	TOILET BLOCK - 08098	5300
Unknown	BOILER 1	1705
Unknown	BOILER 2	1705
Unknown	BOILER 3	1705
Unknown	BOILER - 2125216	180
Unknown	BOILER	180
Unknown	BOILER 2	2050
Unknown	BOILER	2050
Unknown	BOILER 1	1310
Unknown	BOILER 2	1310
Unknown	BOILER - B24984	4645
Unknown	BOILER 1	2910
Unknown	BOILER 2	2910
Unknown	BOILER 3	2910
Unknown	BOILER	440
Unknown	BOILER	440
Unknown	BOILER	440
Boiler - Gas	BOILER GAS	3330
Boiler - Oil	MAIN OIL BOILER	3120
Unknown	HW BOILER - 0265724	4645
Boiler - Oil	OIL BOILER	1080
Unknown	BOILER	5741
Unknown	BOILER	5741
Unknown	BOILER - SWIM POOL	3500
Unknown	BOILER HSE - P120730153	5020
Unknown	BOILER 1	390
Unknown	BOILER 2	390

Unknown	BOILER 3	390
Boiler - Oil	OIL BOILER	2980
Boiler - Oil	OIL BOILER	2980
Unknown	BOILER	1020
Unknown	HALL BOILER	1420
Unknown	KITCHEN BOILER	6811
Unknown	BOILER NURSERY	1310
Unknown	MAIN BOILER 1	3610
Unknown	MAIN BOILER 2	3610
Unknown	MAIN BOILER 3	3610
Unknown	ARTS BLOCK	3610
Unknown	SCIENCE S12	3640
Unknown	BOILER OIL	710
Unknown	BOILER	1370
Boiler - Oil	OIL BURNER - 2107002	4200
Unknown	MAIN BOILER 1	3300
Unknown	MAIN BOILER 3	3300
Unknown	MAIN BOILER 2	3300
Unknown	MAIN BOILER	1520
Unknown	LOWER BOYS -ANDREWS	3925
Unknown	LOWER BOYS - GLOWORM	3925
Unknown	BOILER - 60 NOBLE ST	3925
Unknown	BOILER - 62 NOBLE ST	3925
Unknown	BOILER - 64 NOBLE ST	3925
Unknown	BOILER - 66/68 NOBLE ST	3925
Unknown	BOILER	2145
Unknown	BOILER	2140
Unknown	BOILER	2140
Unknown	BOILER 4 ART BLOCK	3480
Unknown	BOILER 1	380
Unknown	BOILER 2	380
Boiler - Oil	OIL BOILER	430
Boiler - Oil	OIL BOILER	5012
Unknown	BOILER 1	640
Unknown	BOILER 2	640
Unknown	BOILER 1	6060
Boiler - Oil	OIL BOILER	430
Unknown	BOILER 1	4040
Unknown	BOILER 2	4040
Unknown	HW BOILER	4670A
Unknown	BOILER	5660
Unknown	HW BOILER	4670A
Unknown	BOILER 1	4630
Unknown	BOILER	4630
Unknown	HW BOILER	4630
Unknown	BOILER - K66807	780
Unknown	BOILER 1 - 060395/1	230
Unknown	BOILER 2 - 060395/2	230
Unknown	BOILER - PRINT RM	6320
Unknown	BOILER 1	1010

Unknown	BOILER 2	1010
Unknown	BOILER OIL	170
Unknown	BOILER 1	360
Unknown	BOILER 1	570
Unknown	MAIN BOILER	1420
Unknown	BOILER OIL	720
Unknown	BOILER HOUSE	5020
Unknown	BOILER	3230
Boiler - Oil	OIL BOILER	6725
Unknown	CDT PLANT RM	3640
Boiler - Oil	OIL BOILER	2960
Unknown	BOILER 1	2000
Unknown	BOILER 2	2000
Unknown	BOILER 3	2000
Unknown	BOILER 1	940
Unknown	BOILER 2	940
Unknown	BOILER 1	400
Unknown	BOILER 2	400
Unknown	BOILER 3	400
Unknown	HW BOILER	6675
Unknown	HW BOILER 2	6675
Unknown	BOILER	5630
Unknown	BOILER - TECH BLOCK	3500
Unknown	BOILER HOUSE 1	1870
Unknown	INFANT BOILER	200
Unknown	INFANT BOILER	200
Unknown	BOILER 2	1950
Unknown	BOILER 3	1950
Unknown	WORCESTER BOILER 1	5810
Unknown	HW BOILER	5880
Unknown	HW BOILER	5880
Unknown	BOILER 1	6655
Unknown	BOILER 2	6655
Boiler - Oil	OIL BOILER	6572
Unknown	STREBEL BOILER 1	1650
Unknown	STREBEL BOILER 2	1650
Unknown	HERBERT CENTRE	3580
Unknown	BOILER	6809
Water heater	WATER HEATER 1	1865
Unknown	BOILER OIL	2930
Unknown	BOILER - 100 HIGH ST	3925
Unknown	OFFICE BOILER	1615
Unknown	SPORTS HALL	3500
Unknown	SPORTS HALL	3500
Unknown	LEARNING BOILER	3620
Unknown	LEARNING BOILER	3620
Unknown	MUSIC BLOCK BOILER	3620
Unknown	BOILER - 00137	5790
Unknown	BOILER - 00136	5790
Unknown	BOILER	3310

Unknown	BOILER HOUSE 2	1870
Unknown	BOILER HOUSE 3	1870
Unknown	BOILER HOUSE 4	1870
Unknown	BOILER HOUSE 5	1870
Unknown	BOILER HOUSE 6	1870
Unknown	BOILER	NSDC020
Unknown	B	NSDC049
Unknown	PLANT ROOM 1 - 70015	OBC001
Unknown	IDEAL	SABC163
Unknown	UNIT 5 - 000246	SSDC055
Unknown	SPORTS HALL	3580
Unknown	BOILER	NSDC020
Unknown	BOILER	9309
Unknown	BOILER	9309
Unknown	BOILER	1980
Unknown	BOILER	1980
Unknown	BOILER	4600
Boiler - Oil	OIL BOILER	770
Unknown	BOILER ROOM	BDC002
Unknown	UNIT 3 - 000248	SSDC055
Unknown	BOILER GENTS - 01720	SSDC055
Unknown	UNIT 4 - 0250	SSDC055
Unknown	UNIT 1 - 000249	SSDC055
Unknown	ACU HEAT - 1	4975
Unknown	ACU HEAT - 2	4975
Unknown	ACU HEAT - 3	4975
Unknown	COMBI BOILER	3650
Unknown	HW BOILER	NSDC020
Unknown	KITCHEN BOILER	6781
Unknown	HAMWORTHY	1600
Unknown	HAMWORTHY	1600
Unknown	HAMWORTHY	1600
Unknown	HAMWORTHY	1600
Boiler - Oil	GRANT VORTEX OIL BURNER	3120
Unknown	TRAINING STORES	5330
Unknown	PLANT ROOM 2 - 70020	OBC001
Unknown	BOILER	1980
Unknown	BOILER	2030
Unknown	BOILER	2030
Unknown	BOILER	2030
Unknown	LEARNING CENTRE	3610
Unknown	LEARNING CENTRE	3610
Unknown	POOL BOILERHOUSE	200
Unknown	POOL BOILERHOUSE	200
Unknown	COMBI BOILER	5400
Boiler - Oil	GRANT OIL FIRED BOILER	6573
Unknown	BOILER	1800
Unknown	BOILER	1800
Boiler - Oil	CLYDE GE515 OIL BURNER	3120
Unknown	MAIN BOILER HSE	6320

Unknown	MAIN BOILER HSE - 00124	6320
Unknown	MAIN BOILER HSE - 00122	6320
Unknown	MAIN BOILER HSE - 00123	6320
Unknown	ANNEXE	6320
Unknown	ANNEXE	6320
Unknown	BOILER	1880
Unknown	BOILER	1880
Unknown	BOILERHOUSE 1	290
Unknown	BOILERHOUSE2	290
Unknown	UNIT 6 - 0141	SSDC055
Unknown	BOILER	2910C
Unknown	BOILER PLANT ROOM	5320
Unknown	BOILER PLANT ROOM	5320
Unknown	BOILER UPSTAIRS PLANT ROOM	5320
Boiler - Oil	OIL BOILER	5012
Boiler - Oil	OIL BOILER	5012
Boiler - Gas	GAS BOILER NEW	3580
Boiler - Gas	GAS BOILER NEW	3580
Boiler - Gas	GAS WATER HEATER NEW	3580
Unknown	KITCHEN BOILER	2910
Boiler - Gas	GAS FIRE	3330
Unknown	BOILER - 0216	1610
Unknown	BOILER - 0196	1610
Unknown	BOILER - 0197	1610
Unknown	BOILER	1980
Unknown	LIVING ROOM FIRE	6811
Unknown	ART BLOCK	3620
Unknown	BOILER	9788
Unknown	BOILER	9788
Boiler - Gas	GAS FIRE	6755
Unknown	BOILER	1840
Unknown	BOILER	1840
Unknown	BURNER	3480
Unknown	Boiler Oil	760
Unknown	BOILER - 360015AC	OBC001
Unknown	BOILER - 360016AC	OBC001
Unknown	CARETAKER'S ROOM	4670B
Unknown	BOILERS	SABC183
Unknown	MUSIC BLOCK BOILER	3640
Unknown	BOILER 4	400
Unknown	BOILER 5	400
Unknown	KITCHEN	3510
Unknown	BOILER 1	SABC164
Unknown	BOILER 2	SABC164
Unknown	BOILER 3	SABC164
Unknown	BOILER 6	400
Unknown	BOILER 1	6070
Unknown	BOILER	6726
Boiler - Oil	OIL BOILER 3 - 00517	4200
Boiler - Oil	OIL BOILER 4 - 00516	4200

Unknown	OLD BOILER HOUSE	5790
Unknown	OLD BOILER HOUSE	5790
Unknown	BOILER 1 - 00393	1770
Unknown	BOILER 2 - 00392	1770
Unknown	BOILER - 100 HIGH ST	3925
Unknown	Boiler /Burner	6619
Unknown	BOILER	1250
Unknown	BOILER	1250
Boiler - Gas		4544
Unknown	Class 1 - Vulcana	1790
Unknown	Class 3 - Vulcana	1790
Unknown	Class 4 - Vulcana	1790
Boiler - Gas	Hamworthy Fleet - Plant Room	4651
Boiler - Oil	Riello G40.10	2800
Unknown	LAMONT CENTRE - 9200	3890
	Description	
Unknown	ROSCOE CENTRE BOILER	3890
	Description	
Unknown	LAMONT CENTRE - 2142	3890
Unknown	NOBLE STREET B/H	3890
Unknown	NOBLE STREET B/H	3890
Unknown	LAMONT CENTRE - 2201	3890
Boiler - Oil	Boiler cupboard	1220
Boiler - Gas	Plant Room	970
Boiler - Gas	Boiler Room R/H/S	1810
Boiler - Gas	Boiler Room L/H/S	1810
Boiler - Gas	Boiler Room Internal	1810
Boiler - Gas	Living Room	1850
Boiler - Gas	Living Room	1850
Boiler - Gas	Plant Room	1840
Boiler - Gas	Plant Room	1840
Boiler - Gas	Plant Room	290
Boiler - Gas	Plant Room	290
Boiler - Gas	N/A	770
Boiler - Oil	N/A	1080
Boiler - Oil	Plant Room	1350
Boiler - Gas	Plant Room	1630
Boiler - Gas	Plant Room	1630
Boiler - Gas	Plant Room	2020
Boiler - Gas	Plant Room	2020
Boiler - Gas	Plant Room	1870
Boiler - Gas	Plant room	1870
Boiler - Gas	Plant Room	1870
Boiler - Gas	Plant Room	1870
Boiler - Gas	Plant Room	1870
Boiler - Gas	Plant Room	1870
Boiler - Gas	Plant Room	1870
Boiler - Gas	Plant Room	1865
Boiler - Gas	Plant Room	1865

Boiler - Gas	Main Boiler Room	440
Boiler - Gas	Main Boiler Room	440
Boiler - Gas	Main Boiler Room	440
Boiler - Gas	Main Boiler Room	1410
Boiler - Gas	Main Boiler Room	1410
Boiler - Gas	Main Plant Room	OBC001
Boiler - Gas	Main Boiler Room	OBC001
Boiler - Gas	N/A	760
Boiler - Gas	N/A	760
Boiler - Gas	N/A	4200
Boiler - Gas	N/A	4200
Boiler - Gas	N/A	4200
Boiler - Gas	Boiler Room	2870
Boiler - Gas	Boiler Room	4620
Boiler - Gas	N/A	1220
Boiler - Gas	Main Boiler Room	3500
Boiler - Gas	Main Boiler Room	3500
Boiler - Gas	Main Boiler Room	3500
Boiler - Gas	Rosla Boiler Room	3500
Boiler - Gas	Swimming Pool	3500
Boiler - Gas	Art Room	3500
Boiler - Gas	Language Block	3500
Boiler - Gas	Language Block	3500
Boiler - Gas	Infants Boiler Room	200
Boiler - Gas	Infants Boiler Room	200
Boiler - Gas	Main Boiler Room	200
Boiler - Gas	Main Boiler Room	200
Boiler - Gas	Main Boiler Room	200
Boiler - Gas	Changing Room	200
Boiler - Gas	Changing Room	200
Boiler - Gas	Kitchen Plant Room	200
Boiler - Gas	Boiler House	3890
Boiler - Gas	N/A	730
Boiler - Gas	Sports Hall New	5020
Boiler - Gas	Sports Centre New	5020
Boiler - Gas	Gym	5020
Boiler - Gas	Sports Hall Old	5020
Boiler - Gas	Sports Hall Old	5020
Boiler - Gas	Kitchen	5020
Boiler - Gas	Disables Toilet	5020
Boiler - Gas	1st Floor Kitchen	5020
Boiler - Gas	Plant room	5020
Boiler - Gas	Plant Room	5020
Boiler - Gas	Sure Start Creche	5020
Boiler - Gas	Roof Plant Room	5750
Boiler - Gas	Main Boiler Room	5741
Boiler - Gas	Main Boiler Room	5741
Boiler - Gas	Boiler Room	4630
Boiler - Gas	Boiler Room	4630
Boiler - Gas	Boiler Room	4630

Boiler - Gas	Boiler Room	470
Boiler - Gas	Boiler House	440
Boiler - Gas	Boiler House	440
Boiler - Gas	Boiler House	440
Boiler - Gas	Main Boiler House	5330
Boiler - Gas	Main Boiler House	5330
Boiler - Gas	Main Boiler House	5330
Boiler - Gas	Main Boiler House	5330
Boiler - Gas	Training Centre	5330
Boiler - Gas	Training Centre	5330
Boiler - Gas	Boiler House	460
Boiler - Gas	Boiler House	460
Boiler - Gas	Boiler House	460
Boiler - Gas	N/A	1440
Boiler - Gas	N/A	760
Boiler - Gas	N/A	760
Boiler - Gas	N/A	710
Boiler - Gas	Store Room	5820
Boiler - Gas	Main Boiler Room	500
Boiler - Gas	N/A	1520
Boiler - Gas	Boiler Room	5005
Boiler - Gas	N/A	680
Boiler - Gas	N/A	680
Boiler - Gas	N/A	1260
Boiler - Gas	N/A	340
Boiler - Gas	N/A	340
Boiler - Gas	N/A	720
Boiler - Gas	N/A	3230
Boiler - Gas	Boiler House	4600
Boiler - Gas	N/A	430
Boiler - Gas	Kitchen	3310
Boiler - Gas	Main Boiler House	3300
Boiler - Gas	Main Boiler House	3300
Boiler - Gas	Main Boiler House	3300
Boiler - Gas	Main Boiler House	3300
Boiler - Gas	A Block Boiler Room	3300
Boiler - Gas	A Block Boiler Room	3300
Boiler - Gas	Boiler House	3610
Boiler - Gas	Boiler House	3610
Boiler - Gas	Boiler House	3610
Boiler - Gas	Sundorne Centre	3610
Boiler - Gas	Sundorne Centre	3610
Boiler - Gas	Art Block	3610
Boiler - Gas	Maths & Science	3610
Boiler - Gas	Rosla	3580
Boiler - Gas	Rosla	3580
Boiler - Gas	Rosla	3580
Boiler - Gas	Sports Centre	3580
Boiler - Gas	Alcoa	3580
Boiler - Gas	Herbert Centre	3580

Boiler - Gas	Plant Room	SSDC055
Boiler - Gas	Office	SSDC055
Boiler - Gas	Office	SSDC055
Boiler - Gas	Office	SSDC055
Boiler - Gas	Workshop	SSDC055
Boiler - Gas	1st Floor Office	SSDC055
Boiler - Gas	Main Boiler Room	6771
Boiler - Gas	Main Boiler Room	6771
Boiler - Gas	Plant Room	4040
Boiler - Gas	Plant Room	4040
Boiler - Gas	N/A	470
Boiler - Gas	N/A	1560
Boiler - Gas	Boiler House	6330
Boiler - Gas	Boiler Room	9421
Boiler - Gas	Boiler Room	9421
Boiler - Gas	Laundry Room	6809
Boiler - Gas	Boiler Room	4660
Boiler - Gas	Boiler Room	4660
Boiler - Gas	N/A	670
Boiler - Gas	Plant Room	6675
Boiler - Gas	Plant Room	6675
Boiler - Gas	Plant Room	5890
Boiler - Gas	Plant Room	5890
Boiler - Gas	Plant Room	5890
Boiler - Gas	Plant Room	5890
Boiler - Gas	Plant Room	5885
Boiler - Gas	Plant Room	5885
Boiler - Gas	N/A	400
Boiler - Gas	KITCHEN	3650
Boiler - Gas	MAIN BOILER ROOM	3640
Boiler - Gas	MAIN BOILER ROOM	3640
Boiler - Gas	MAIN BOILER ROOM	3640
Boiler - Gas	SCIENCE BLOCK	3640
Boiler - Gas	MUSIC BLOCK	3640
Boiler - Gas	ROSLA BLOCK	3640
Boiler - Gas	CDT BLOCK	3640
Boiler - Gas	Boiler Room	6619
Boiler - Gas	Boiler Room	6619
Boiler - Gas	Front lounge	6619
Boiler - Gas	Kitchen	6619
Boiler - Gas	N/A	640
Boiler - Gas	BOILER HOUSE	1880
Boiler - Gas	BOILER HOUSE	1880
Boiler - Gas	BOILER ROOM	1800
Boiler - Gas	BOILER ROOM	1800
Boiler - Gas	PLANT ROOM	4671
Boiler - Gas	N/A	1080
Boiler - Oil	Boiler HOUSE	1350
Boiler - Gas	BOILER HOUSE	2000
Boiler - Gas	BOILERHOUSE	2000

Boiler - Gas	BOILERHOUSE	2000
Boiler - Gas	ANNEXE	6320
Boiler - Gas	ANNEXE	6320
Boiler - Gas	WEST WING NORTH	6320
Boiler - Gas	BASEMENT NORTH	6320
Boiler - Gas	MAIN BOILER HOUSE	6320
Boiler - Gas	PRINTING (KITCHEN)	6320
Boiler - Gas	WEST WING SOUTH	6320
Boiler - Gas	BOILER HOUSE	290
Boiler - Gas	BOILER HOUSE	290
Boiler - Gas	BOILER HOUSE	1705
Boiler - Gas	BOILER HOUSE	1705
Boiler - Gas	BOILER HOUSE	1705
Boiler - Gas	BOILER HOUSE	1840
Boiler - Gas	BOILERHOUSE	1840
Boiler - Gas	PLANTROOM	9309
Boiler - Gas	PLANTROOM	9309
Boiler - Gas	PLANTROOM	9788
Boiler - Gas	PLANTROOM	9788
Boiler - Gas	N/A	6573
Boiler - Oil	N/A	930
Boiler - Oil	N/A	1950
Boiler - Gas	N/A	1950
Boiler - Gas	N/A	1950
Boiler - Gas	BOILERHOUSE	1860
Boiler - Gas	BOILERHOUSE	1860
Boiler - Gas	BOILERROOM	SABC159
Boiler - Gas	PLANT ROOM	SABC163
Boiler - Gas	BOILER ROOM	2870
Boiler - Gas	N/A	1810
Boiler - Gas	Plant room	3140
Boiler - Gas	Plant room	4975
Boiler - Gas	Plant room	4975
Boiler - Gas	Boiler room	4975
Boiler - Gas	Boiler room	6582
Boiler - Gas	Boiler room	6882
Boiler - Gas	Boiler room	4510
Boiler - Gas	Boiler room	4510
Boiler - Gas	Boiler room	5880
Boiler - Gas	boiler room	5880
Boiler - Gas	N/A	5250B
Boiler - Gas	boiler room	4670B
Boiler - Gas	boiler room	5032
Boiler - Gas	boiler room	5032
Boiler - Gas	boiler room	5032
Boiler - Gas	Boiler House	360
Boiler - Gas	Boiler House	1870
Boiler - Gas	Boiler House	1870
Boiler - Gas	Boiler House	1870
Boiler - Gas	Boiler House	1870

Boiler - Gas	Boiler House	1870
Boiler - Gas	Kitchen	1870
Boiler - Gas	Boiler room	6781
Boiler - Gas	Boiler room	2030
Boiler - Gas	Boiler room	2030
Boiler - Gas	Utility	2030
Boiler - Gas	Lounge	6725
Boiler - Gas	Lounge	6755
Boiler - Gas	Main boiler room	6755
Boiler - Gas	Main boiler room	4670A
Boiler - Gas	N/A	4670A
Boiler - Gas	Garage	5320
Boiler - Gas	Garage	5320
Boiler - Gas	Garage	5320
Boiler - Gas	Garage	5320
Boiler - Gas	Garage	5320
Boiler - Gas	Workshop	5320
Boiler - Gas	Workshop	5320
Boiler - Gas	Workshop	5320
Boiler - Gas	Plant Room	5320
Boiler - Gas	Plant Room	5320
Boiler - Gas	Plant Room	5320
Boiler - Gas	Kitchen	5320
Boiler - Gas	N/A	5031
Boiler - Gas	Plant room	NSDC020
Boiler - Gas	Compartment	NSDC020
Boiler - Gas	N/A	NSDC020
Boiler - Gas	N/A	1510
Boiler - Gas	N/A	770
Boiler - Gas	Sports Hall	4670
Boiler - Gas	Sports Hall	4670
Boiler - Gas	Sports Hall	4670
Boiler - Gas	Sports Hall	4670
Boiler - Gas	Sports Hall	4670
Boiler - Gas	Sports Hall	4670
Boiler - Gas	Sports Hall	4670
Boiler - Gas	Sports Hall	4670
Boiler - Gas	hall foyer	4670
Boiler - Gas	demountable	4670
Boiler - Gas	demountable	1980
Boiler - Gas	demountable	1980
Boiler - Gas	Plantroom	1980
Boiler - Gas	Plantroom	1980
Boiler - Gas	BoilerHouse	1980
Boiler - Gas	BoilerHouse	1980
Boiler - Gas	Boiler room	1980
Boiler - Gas	Boiler room	970
Boiler - Gas	Boiler room	1630
Boiler - Gas	Main boiler room	1630
Boiler - Gas	Main boiler room	1865

Boiler - Gas	Main boiler room	1865
Boiler - Gas	Main boiler room	1865
Boiler - Gas	store room	1865
Boiler - Gas	N/A	1865
Boiler - Gas	N/A	6572
Boiler - Gas	N/A	5012
Boiler - Gas	N/A	5012
Boiler - Gas	N/A	5012
Boiler - Gas	N/A	3480
Boiler - Gas	N/A	3480
Boiler - Gas	N/A	3480
Boiler - Gas	Mobile boys toilet	3480
Boiler - Gas	R/H/S Boiler Room	1810
Boiler - Gas	R/H/S Boiler Room	1810
Boiler - Gas	Lounge	1810
Boiler - Gas	Lounge	1810
Boiler - Gas	N/A	1810
Boiler - Gas	N/A	SABC183
Boiler - Gas	Living Room	SABC183
Boiler - Gas	Living Room	1850
Boiler - Gas	N/A	1850
Boiler - Gas	Main boilerhouse	420
Boiler - Gas	Infants boiler room	420
Boiler - Gas	infants boiler room	400
Boiler - Gas	Swimming pool	400
Boiler - Gas	Junior boiler room	400
Boiler - Gas	Junior boiler room	400
Boiler - Gas	Junior boiler room	400
Boiler - Gas	Boiler Room	400
Boiler - Gas	Boiler Room	390
Boiler - Gas	Boiler Room	390
Boiler - Gas	Main boiler room	390
Boiler - Gas	Main boiler room	2910
Boiler - Gas	Main boiler room	2910
Boiler - Gas	kitchen	2910
Boiler - Gas	Boiler Room	2910
Boiler - Gas	Kitchen	5660
Boiler - Gas	Boiler room	6726
Boiler - Gas	Boiler room	380
Boiler - Gas	N/A	380
Boiler - Gas	N/A	1730
Boiler - Gas	N/A	1730
Boiler - Gas	N/A	1650
Boiler - Gas	Main room	1650
Boiler - Gas	N/A	2980
Boiler - Gas	N/A	2980
Boiler - Gas	N/A	2980
Boiler - Gas	main boiler room	6705
Boiler - Gas	main boiler room	230
Boiler - Gas	Boiler Room	230

Boiler - Gas	Boiler room	4620
Boiler - Gas	Garage	BDC002
Boiler - Gas	Garage	BDC002
Boiler - Gas	Main boilerhouse	BDC002
Boiler - Gas	Main boilerhouse	1010
Boiler - Gas	N/A	1010
Boiler - Gas	N/A	825
Boiler - Gas	Performing arts & outside on the roof	825
Boiler - Gas	Main plant room	OBC001
Boiler - Gas	1st floor office	OBC001
Boiler - Gas	1st floor office	OBC001
Boiler - Gas	Boiler House	OBC001
Boiler - Gas	Boiler House	4645
Boiler - Gas	Kitchen	4645
Boiler - Gas	Living room	3330
Boiler - Gas	main boiler room	3330
Boiler - Gas	main boiler room	940
Boiler - Gas	N/A	940
Boiler - Gas	N/A	780
Boiler - Gas	Boiler Room	780
Boiler - Gas	Boiler Room	1615
Boiler - Gas	Main boiler room	1615
Boiler - Gas	Main boiler room	1610
Boiler - Gas	Main boiler room	1610
Boiler - Gas	N/A	1610
Boiler - Gas	N/A	1620
Boiler - Gas	N/A	1620
Boiler - Gas	Car park plant room	2930
Boiler - Gas	Car park plant room	5790
Boiler - Gas	New plant room	5790
Boiler - Gas	New plant room	5790
Boiler - Gas	Classroom 1	5790
Boiler - Gas	Classroom 2	1790
Boiler - Gas	Reception Class	1790
Boiler - Gas	Nursery Class	1790
Boiler - Gas	N/A	1790
Boiler - Gas	N/A	4200
Boiler - Gas	N/A	4200
Boiler - Gas	N/A	4200
Boiler - Gas	N/A	4200
Boiler - Gas	N/A	4200
Boiler - Gas	Plant room	5710
Boiler - Gas	N/A	5005
Boiler - Gas	Plant room	2960
Boiler - Gas	N/A	2910
Boiler - Gas	Class 1	1220
Boiler - Gas	Plant room	200
Boiler - Gas	Main boiler room	200
Boiler - Gas	Main boiler room	200
Boiler - Gas	Main boiler room	200

Convactor-Gas	B/F CONVECTOR	4670
U Tube Heater	U TUBE HEATER	5031
U Tube Heater	U TUBE HEATER	5031
U Tube Heater	U TUBE HEATER	5031
U Tube Heater	U TUBE HEATER	5031
Ambi Rad U Tube	AMBI RAD U TUBE	5032
Ambi Rad U Tube	AMBI RAD U TUBE	5032
Ambi Rad U Tube	AMBI RAD U TUBE	5032
Ambi Rad U Tube	AMBI RAD U TUBE	5032
Ambi Rad U Tube	AMBI RAD U TUBE	5032
Ambi Rad U Tube	AMBI RAD U TUBE	5032
Ambi Rad U Tube	AMBI RAD U TUBE	5085
Ambi Rad U Tube	AMBI RAD U TUBE	5085
Ambi Rad U Tube	AMBI RAD U TUBE	5085
Ambi Rad U Tube	AMBI RAD U TUBE	5085
Ambi Rad U Tube	AMBI RAD U TUBE	5085
Ambi Rad U Tube	AMBI RAD U TUBE	5085
Ambi Rad U Tube	AMBI RAD U TUBE	5085
Ambi Rad U Tube	AMBI RAD U TUBE	5085
Ambi Rad U Tube	AMBI RAD U TUBE	5085
Warm Air Unit	WARM AIR UNIT	5250B
Convactor-Gas	B/F CONVECTOR	5300
Convactor-Gas	B/F CONVECTOR	5300
Warm Air Unit	WARM AIR UNIT	5310B
Convactor-Gas	B/F CONVECTOR	5670
Convactor-Gas	B/F CONVECTOR	5670
Convactor-Gas	B/F CONVECTOR	5670
Convactor-Gas	B/F CONVECTOR	5720
Convactor-Gas	B/F CONVECTOR	5720
Convactor-Gas	B/F CONVECTOR	5720
Convactor-Gas	B/F CONVECTOR	5720
Convactor-Gas	B/F CONVECTOR	5720
Warm Air Unit	WARM AIR UNIT	6320
Warm Air Unit	WARM AIR UNIT	6320
Warm Air Unit	WARM AIR UNIT	6320
Ambi U Tube heater	AMBI U TUBE HTR	4670
Warm Air Unit	WARM AIR UNIT	5300
Convactor-Gas	B/F CONVECTOR	4600
Convactor-Gas	B/F CONVECTOR	1790
Convactor-Gas	B/F CONVECTOR	1790
Convactor-Gas	B/F CONVECTOR	3890
Convactor-Gas	B/F CONVECTOR	3890
Convactor-Gas	B/F CONVECTOR	3890
Ambi Rad U Tube	AMBI RAD U TUBE	5085
Convactor-Gas	B/F CONVECTOR	1980
Convactor-Gas	B/F CONVECTOR	1980
Convactor-Gas	B/F CONVECTOR	1980
Convactor-Gas	B/F CONVECTOR	3890
Convactor-Gas	B/F CONVECTOR	3890
Convactor-Gas	B/F CONVECTOR	3890

Convactor-Gas	B/F CONVECTOR	3890
Convactor-Gas	B/F CONVECTOR	3890
Convactor-Gas	GAS CONVECTOR	2051
Ambi Rad U Tube	AMBI RAD U TUBE	BDC002
Convactor-Gas	B/F CONVECTOR	5670
Over Head Radiant	O/HEAD RADIANT	5320
Over Head Radiant	O/HEAD RADIANT	5320
Over Head Radiant	O/HEAD RADIANT	5320
Over Head Radiant	O/HEAD RADIANT	5320
Over Head Radiant	O/HEAD RADIANT	5320
Over Head Radiant	O/HEAD RADIANT	5320
Warm Air Unit	WARM AIR UNIT	5310
Ambi Rad U Tube	AMBI RAD U TUBE	BDC002
Convactor-Gas	B/F CONVECTOR	290
Convactor-Gas	B/F CONVECTOR	290
Convactor-Gas	B/F CONVECTOR	290
Convactor-Gas	B/F CONVECTOR	5330
Convactor-Gas	B/F CONVECTOR	5300
Convactor-Gas	B/F CONVECTOR	5300
Convactor-Gas	B/F CONVECTOR	5300
Ambi U Tube heater	AMBI U TUBE HTR	5320
Ambi U Tube heater	AMBI U TUBE HTR	5320
Ambi U Tube heater	AMBI U TUBE HTR	5320
Convactor Heater	Office	4600
Convactor Heater	Coffee Lounge	4600
Convactor Heater	Coffee Lounge	4600
Convactor Heater	Seminar Two	4600
Convactor Heater	Seminar One	4600
Convactor Heater	Training Room 3	4600
Convactor Heater	Training Room 3	4600
Convactor Heater	Training Room 3	4600
Convactor Heater	Training Room 3	4600
Convactor Heater	Training Room 2	4600
Convactor Heater	Training Room 1	4600
Convactor Heater	Training Room 1	4600
Convactor Heater	MAIN BOILERHOUSE	6320
Convactor Heater	MAIN BOILERHOUSE	6320
Convactor Heater	MAINBOILERHOUSE	6320
Convactor Heater	HALL	3070
Convactor Heater	HALL	3070

Site Description

Albrighton Primary School
Albrighton Primary School
Albrighton Primary School
Albrighton Primary School
Bishops Castle Primary School
Bishops Castle Primary School
St Leonards CE Primary School Caretaker`s Bungalow
St Marys Bluecoat CE Primary School
St Marys Bluecoat CE Primary School
John Wilkinson Primary School
John Wilkinson Primary School
John Wilkinson Primary School
St Marys CE (Aided) Primary School
Buildwas Primary School
Burford CE Primary School
Burford CE Primary School
Burford CE Primary School
Church Preen Primary School
Claverley CE Primary School
Claverley CE Primary School
Cleobury Mortimer Primary School
Cleobury Mortimer Primary School
Cockshutt CE (Controlled) Primary School
Criftins CE (Controlled) Primary School
Brown Clee CE Primary School
Brown Clee CE Primary School
Trinity CE Primary School
St Thomas and St Annes CE Primary School
Hodnet Primary School
Hodnet Primary School
Longnor CE Primary School
Lower Heath CE (Controlled) Primary School
Ludlow Infant School and Nursery
Lydbury North CE Primary School
Longlands Primary School
Longlands Primary School
Market Drayton Junior School
Market Drayton Junior School
Market Drayton Junior School
Market Drayton Junior School
Market Drayton Junior School
Minsterley Primary School
Much Wenlock Primary School
Much Wenlock Primary School
Newcastle CE Primary School
Newtown CE Primary School
Onny CE (Aided) Primary School and Little Pippins Nursery Class
Holy Trinity CE Primary School
Holy Trinity CE Primary School

Holy Trinity CE Primary School
Holy Trinity CE Primary School
The Meadows Primary School
The Meadows Primary School
The Meadows Primary School
Bryn Offa CE (Controlled) Primary School
Bryn Offa CE (Controlled) Primary School
Pontesbury CE Primary School
Pontesbury CE Primary School
St Marys CE Primary School
St Marys CE Primary School
St Andrews CE Primary School - Caretakers Bungalow
Shifnal Primary School
Shifnal Primary School
Coleham Primary School
Coleham Primary School
Coleham Primary School
Crowmoor Primary School Caretaker`s Bungalow
Greenfields Primary School
Greenfields Primary School
Greenfields Primary School
Greenfields Primary School
Meole Brace CE Primary and Nursery School
St Giles CE Primary School
St Giles CE Primary School
St Giles CE Primary School Caretaker`s Bungalow
Stoke-on-Tern Primary School
Tilstock CE (Controlled) Primary School
St Peters CE (Controlled) Primary and Nursery School
St Peters CE (Controlled) Primary and Nursery School
St Marys CE Primary School
Weston Rhyn Primary School
Worfield Endowed CE Primary School
The Community College
The Community College
The Community College
The Community College
The Community College Caretaker's Bungalow
Ludlow CE School Specialist Technology and Sports College
Ludlow CE School Specialist Technology and Sports College
Ludlow CE School Specialist Technology and Sports College
Mary Webb School and Science College
Mary Webb School and Science College
Mary Webb School and Science College
St Martins School
St Martins School
St Martins School
St Martins School
St Martins School
St Martins School

Belvidere School - A Technology College
Belvidere School - A Technology College
Belvidere School - A Technology College
Sundorne School and Sports College
The Grange School
The Grange School
The Grange School
The Grange School
The Grange School
The Grange School
The Grange School
Meole Brace School
Meole Brace School
Meole Brace School
Meole Brace School
Thomas Adams School
Thomas Adams School
Thomas Adams School
Woodlands School
Woodlands School
The Gateway Education and Arts Centre
The Gateway Education and Arts Centre
Bridgnorth Youth Centre
The Hive
The Hive
Harlescott Grange Youth Centre
Ellesmere Swimming Centre
Idsall Sports Centre
Idsall Sports Centre
Idsall Sports Centre
Grange Sports Centre
Roman Road Sports Centre
Roman Road Sports Centre
Roman Road Sports Centre
Whitchurch Leisure Centre
Whitchurch Leisure Centre
Whitchurch Leisure Centre
Whitchurch Leisure Centre
Telford Fire Station
Telford Fire Station
Telford Fire Station
Telford Fire Station
Wellington Fire Station
Church Stretton Library
Ellesmere Library
Ludlow Museum
Market Drayton Library
Market Drayton Library
Shifnal Library
Shropshire Archives

Shropshire Archives
Shrewsbury Library
Shrewsbury Library
Shrewsbury Library
Shrewsbury Library
Former Caretakers House
The Old Vicarage
Oak Farm
Innage Lane Resource Centre
5 Lawley Gardens
12 Redfern Close
Aquamira
Aquamira
Richmond House
The Hollies
The Hollies
Bradbury House
Corvedale CE Primary School
Ludlow Infant School and Nursery
Church Stretton Swimming Pool
Belvidere School - A Technology College
Belvidere School - A Technology College
St Peters CE (Controlled) Primary and Nursery School
Oswestry Fire Station
St John the Baptist CE Primary School
St John the Baptist CE Primary School
St John the Baptist CE Primary School
St Marys CE (Controlled) Primary School
St Marys CE (Controlled) Primary School
Mereside CE Primary School
Mereside CE Primary School
Market Drayton Infant and Nursery School
Market Drayton Infant and Nursery School
Market Drayton Youth Centre
Whitchurch CE Infant School
Whitchurch CE Infant School
Whitchurch CE Infant School
Broseley CE Primary School
Broseley CE Primary School
Broseley CE Primary School
Grove School Caretaker's Bungalow
The Community College
Market Drayton Youth Centre
Hope CE Primary School
Ludlow Library and Museum Resource Centre
Ludlow Library and Museum Resource Centre
St Martins School
Idsall Sports Centre
St Johns Catholic Primary School
St Johns Catholic Primary School

St Johns Catholic Primary School
Worfield Endowed CE Primary School
Worfield Endowed CE Primary School
Hinstock Primary School
Myddle CE Primary School
PATH House
Market Drayton Infant and Nursery School
Sundorne School and Sports College
Sundorne School and Sports College
Sundorne School and Sports College
Sundorne School and Sports College
Meole Brace School
St Georges CE School
Moreton Say CE Primary School
Woodlands School
Ludlow CE School Specialist Technology and Sports College
Ludlow CE School Specialist Technology and Sports College
Ludlow CE School Specialist Technology and Sports College
Norbury Primary School
Thomas Adams School - Boarding House
Thomas Adams School - Boarding House
Thomas Adams School - Boarding House
Thomas Adams School - Boarding House
Thomas Adams School - Boarding House
Thomas Adams School - Boarding House
Thomas Adams School - Boarding House
Stokesay Primary School
Stokesay Primary School
Stokesay Primary School
Mary Webb School and Science College
Castlefields Primary School
Castlefields Primary School
Brockton CE Primary School
Mary Webb Sports Centre
St Lawrence CE Primary School
St Lawrence CE Primary School
The Ludlow Learning Centre
Brockton CE Primary School
Shrewsbury Sure Start
Shrewsbury Sure Start
Sundorne Education Centre
Bridgnorth Library
Sundorne Education Centre
Ludlow Youth Centre
Ludlow Youth Centre
Ludlow Youth Centre
Criftins CE (Controlled) Primary School
Alveley Primary School
Alveley Primary School
Shirehall
Highley Primary School

Highley Primary School
Adderley CE Primary School
Bomere Heath CE (Controlled) Primary School
Cheswardine Primary School
Myddle CE Primary School
Clunbury CE Primary School
Idsall Sports Centre
Lacon Childe School Caretaker`s House
Greenacres Rural Unit
Meole Brace School
Woore Primary School
St Georges Junior School
St Georges Junior School
St Georges Junior School
Gobowen Primary School
Gobowen Primary School
St Leonards CE Primary School
St Leonards CE Primary School
St Leonards CE Primary School
Albert Road Day Centre
Albert Road Day Centre
Albrighton Library
St Martins School
Harlescott Junior School
Albrighton Primary School
Albrighton Primary School
Meole Brace CE Primary and Nursery School
Meole Brace CE Primary and Nursery School
Shawbury Library
Shrewsbury Community Hub
Shrewsbury Community Hub
Avalon Court
Avalon Court
Chelmaren
Prees CE (Controlled) Primary School
Prees CE (Controlled) Primary School
Belvidere School - A Technology College
Oak Paddock
Greenfields Primary School
Whittington CE (Aided) Primary School
Thomas Adams School - Boarding House
The Meadows Primary School
St Martins School
St Martins School
The Grange School
The Grange School
The Grange School
Oswestry Library
Oswestry Library
Ludlow CE School Specialist Technology and Sports College Caretaker`s Bungalow

Harlescott Junior School
Harlescott Junior School
Harlescott Junior School
Harlescott Junior School
Harlescott Junior School
Wem Town Hall
Cheshire Street Shops
Castle View Offices
The Old Market Hall and Square
The Aspire Centre
Belvidere School - A Technology College
Wem Town Hall
Theatre Severn
Theatre Severn
Oxon CE Primary School
Oxon CE Primary School
Shrewsbury Training and Development Centre
Christ Church CE Primary School
Cantern Brook
The Aspire Centre
The Aspire Centre
The Aspire Centre
The Aspire Centre
SpArC Lesiure Centre
SpArC Lesiure Centre
SpArC Lesiure Centre
Meole Brace School (Former Caretakers Bungalow)
Wem Town Hall
1 Rad Valley Road
Woodside Primary School
Woodside Primary School
Woodside Primary School
Woodside Primary School
The Community College
Telford Fire Station
Castle View Offices
Oxon CE Primary School
Shrewsbury Cathedral Catholic Primary School
Shrewsbury Cathedral Catholic Primary School
Shrewsbury Cathedral Catholic Primary School
Sundorne School and Sports College
Sundorne School and Sports College
Albrighton Primary School
Albrighton Primary School
Ludlow Education Centre For Adults
Havenbrook
Belvidere Primary School
Belvidere Primary School
The Community College
Shirehall

Shirehall
Shirehall
Shirehall
Shirehall
Shirehall
Grange Primary School
Grange Primary School
Oakmeadow CE Primary and Nursery School
Oakmeadow CE Primary and Nursery School
The Aspire Centre
Childrens Centre Services (Whitchurch CE Infant School Nursery Class)
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Mary Webb Sports Centre
Mary Webb Sports Centre
Belvidere School - A Technology College
Belvidere School - A Technology College
Belvidere School - A Technology College
Whitchurch CE Infant School
Grove School Caretaker`s Bungalow
Our Lady and St Oswalds Catholic Primary School
Our Lady and St Oswalds Catholic Primary School
Our Lady and St Oswalds Catholic Primary School
Oxon CE Primary School
PATH House
The Grange School
Shropshire Food Enterprise Centre
Shropshire Food Enterprise Centre
5 Lawley Gardens
Crowmoor Primary School
Crowmoor Primary School
Mary Webb School and Science College
Corvedale CE Primary School
Castle View Offices
Castle View Offices
Tuition, Medical and Behaviour Support Service - Sundorne
Former Pontesbury Doctors Surgery
Meole Brace School
St Leonards CE Primary School
St Leonards CE Primary School
St Martins School Caretaker`s Bungalow
Music Hall
Music Hall
Music Hall
St Leonards CE Primary School
Much Wenlock Museum
Innage Lane Resource Centre
Woodlands School
Woodlands School

Oswestry Library
Oswestry Library
St Andrews CE Primary School
St Andrews CE Primary School
Thomas Adams School - Boarding House
Glenview
Ludlow Junior School
Ludlow Junior School
Rockspring Community Centre
Shifnal Primary School
Shifnal Primary School
Shifnal Primary School
The Centre
Trefonen CE (Controlled) Primary School
Thomas Adams School

Thomas Adams School

Thomas Adams School
Thomas Adams School
Thomas Adams School
Thomas Adams School
Lower Heath CE (Controlled) Primary School
St Thomas and St Annes CE Primary School
Coleham Primary School
Coleham Primary School
Coleham Primary School
Crowmoor Primary School Caretaker`s Bungalow
Crowmoor Primary School Caretaker`s Bungalow
Crowmoor Primary School
Crowmoor Primary School
Oakmeadow CE Primary and Nursery School
Oakmeadow CE Primary and Nursery School
Christ Church CE Primary School
Hope CE Primary School
Minsterley Primary School
Pontesbury CE Primary School
Pontesbury CE Primary School
St Giles CE Primary School Caretaker`s Bungalow
St Giles CE Primary School Caretaker`s Bungalow
Harlescott Junior School
Harlescott Junior School
Harlescott Junior School
Harlescott Junior School
Harlescott Junior School
Harlescott Junior School
Greenfields Primary School
Greenfields Primary School

Broseley CE Primary School
Broseley CE Primary School
Broseley CE Primary School
Much Wenlock Primary School
Much Wenlock Primary School
Castle View Offices
Castle View Offices
Corvedale CE Primary School
Corvedale CE Primary School
Woodlands School
Woodlands School
Woodlands School
St Marys CE Primary School
Bridgnorth Youth Centre
Lower Heath CE (Controlled) Primary School
St Martins School
St Martins School
St Martins School
St Martins School
St Martins School
St Martins School
St Martins School
St Martins School
Albrighton Primary School
Albrighton Primary School
Albrighton Primary School
Albrighton Primary School
Albrighton Primary School
Albrighton Primary School
Albrighton Primary School
Albrighton Primary School
Thomas Adams School
Cockshutt CE (Controlled) Primary School
Idsall Sports Centre
Idsall Sports Centre
Idsall Sports Centre
Idsall Sports Centre
Idsall Sports Centre
Idsall Sports Centre
Idsall Sports Centre
Idsall Sports Centre
Idsall Sports Centre
Idsall Sports Centre
Ludlow Museum
Ludlow Library and Museum Resource Centre
Ludlow Library and Museum Resource Centre
Ludlow Youth Centre
Ludlow Youth Centre
Ludlow Youth Centre

The Aspire Centre
The Aspire Centre
The Aspire Centre
The Aspire Centre
The Aspire Centre
The Aspire Centre
Aquamira
Aquamira
Shrewsbury Sure Start
Shrewsbury Sure Start
St Marys CE (Aided) Primary School
Onny CE (Aided) Primary School and Little Pippins Nursery Class
The Old Vicarage
The Hollies
The Hollies
Oak Paddock
The Hive
The Hive
Clee Hill Community Academy
Albert Road Day Centre
Albert Road Day Centre
Shrewsbury Library
Shrewsbury Library
Shrewsbury Library
Shrewsbury Library
Shropshire Archives
Shropshire Archives
St Leonards CE Primary School
Meole Brace School (Former Caretakers Bungalow)
Meole Brace School
Meole Brace School
Meole Brace School
Meole Brace School
Meole Brace School
Meole Brace School
Meole Brace School
Meole Brace School
Glenview
Glenview
Glenview
Glenview
St Lawrence CE Primary School
Grange Primary School
Grange Primary School
Belvidere Primary School
Belvidere Primary School
Harlescott Grange Youth Centre
Hope CE Primary School
Minsterley Primary School
St Georges Junior School
St Georges Junior School

St Georges Junior School
Shirehall
Shirehall
Shirehall
Shirehall
Shirehall
Shirehall
Shirehall
Oakmeadow CE Primary and Nursery School
Oakmeadow CE Primary and Nursery School
St John the Baptist CE Primary School
St John the Baptist CE Primary School
St John the Baptist CE Primary School
Crowmoor Primary School
Crowmoor Primary School
Theatre Severn
Theatre Severn
Shropshire Food Enterprise Centre
Shropshire Food Enterprise Centre
Havenbrook
Trinity CE Primary School
Meole Brace CE Primary and Nursery School
Meole Brace CE Primary and Nursery School
Meole Brace CE Primary and Nursery School
Greenacres Primary School
Greenacres Primary School
The Regimental Museum
The Old Market Hall and Square
St Marys CE Primary School
Coleham Primary School
The Community College Caretaker's Bungalow
SpArC Lesiure Centre
SpArC Lesiure Centre
SpArC Lesiure Centre
Bradbury House
Richmond House
The Gateway Education and Arts Centre
The Gateway Education and Arts Centre
Shrewsbury Community Hub
Shrewsbury Community Hub
Ludlow Fire Station - Training
Tuition, Medical and Behaviour Support Service - Sundorne
Roman Road Sports Centre
Roman Road Sports Centre
Roman Road Sports Centre
Bomere Heath CE (Controlled) Primary School
Harlescott Junior School
Harlescott Junior School
Harlescott Junior School
Harlescott Junior School

Harlescott Junior School
Harlescott Junior School
1 Rad Valley Road
Shrewsbury Cathedral Catholic Primary School
Shrewsbury Cathedral Catholic Primary School
Shrewsbury Cathedral Catholic Primary School
Greenacres Rural Unit
5 Lawley Gardens
5 Lawley Gardens
Sundorne Education Centre
Sundorne Education Centre
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Grange Sports Centre
Wem Town Hall
Wem Town Hall
Wem Town Hall
Newtown CE Primary School
Christ Church CE Primary School
Sundorne Youth Centre
Sundorne Youth Centre
Sundorne Youth Centre
Sundorne Youth Centre
Sundorne Youth Centre
Sundorne Youth Centre
Sundorne Youth Centre
Sundorne Youth Centre
Sundorne Youth Centre
Sundorne Youth Centre
Sundorne Youth Centre
Oxon CE Primary School
Oxon CE Primary School
Oxon CE Primary School
Oxon CE Primary School
Oxon CE Primary School
Oxon CE Primary School
Oxon CE Primary School
Oxon CE Primary School
St Thomas and St Annes CE Primary School
Pontesbury CE Primary School
Pontesbury CE Primary School
Greenfields Primary School

Greenfields Primary School
Greenfields Primary School
Greenfields Primary School
Greenfields Primary School
Chelmaren
Mary Webb Sports Centre
Mary Webb Sports Centre
Mary Webb Sports Centre
Mary Webb School and Science College
Mary Webb School and Science College
Mary Webb School and Science College
Mary Webb School and Science College
Coleham Primary School
Coleham Primary School
Coleham Primary School
Coleham Primary School
Coleham Primary School
Former Pontesbury Doctors Surgery
Former Pontesbury Doctors Surgery
Crowmoor Primary School Caretaker`s Bungalow
Crowmoor Primary School Caretaker`s Bungalow
St Marys Bluecoat CE Primary School
St Marys Bluecoat CE Primary School
St Leonards CE Primary School
St Leonards CE Primary School
St Leonards CE Primary School
St Leonards CE Primary School
St Leonards CE Primary School
St Leonards CE Primary School
St Johns Catholic Primary School
St Johns Catholic Primary School
St Johns Catholic Primary School
Whitchurch CE Infant School
Whitchurch CE Infant School
Whitchurch CE Infant School
Whitchurch CE Infant School
Bridgnorth Library
Innage Lane Resource Centre
Castlefields Primary School
Castlefields Primary School
St Marys CE Primary School
St Marys CE Primary School
Prees CE (Controlled) Primary School
Prees CE (Controlled) Primary School
Worfield Endowed CE Primary School
Worfield Endowed CE Primary School
Worfield Endowed CE Primary School
Oak Farm
Alveley Primary School
Alveley Primary School

Bridgnorth Youth Centre
Cantern Brook
Cantern Brook
Cantern Brook
Highley Primary School
Highley Primary School
Brown Clee CE Primary School
Brown Clee CE Primary School
Castle View Offices
Castle View Offices
Castle View Offices
Castle View Offices
Market Drayton Youth Centre
Market Drayton Youth Centre
Grove School Caretaker`s Bungalow
Grove School Caretaker`s Bungalow
Gobowen Primary School
Gobowen Primary School
Criftins CE (Controlled) Primary School
Criftins CE (Controlled) Primary School
The Meadows Primary School
The Meadows Primary School
Our Lady and St Oswalds Catholic Primary School
Our Lady and St Oswalds Catholic Primary School
Our Lady and St Oswalds Catholic Primary School
Bryn Offa CE (Controlled) Primary School
Bryn Offa CE (Controlled) Primary School
Whittington CE (Aided) Primary School
Oswestry Library
Oswestry Library
Oswestry Library
Oswestry Library
Shifnal Primary School
Shifnal Primary School
Shifnal Primary School
Shifnal Primary School
Woodlands School
Woodlands School
Woodlands School
Woodlands School
Woodlands School
Woodlands School
Ellesmere Library
Ellesmere Swimming Centre
Woore Primary School
Whitchurch CE Infant School
Lower Heath CE (Controlled) Primary School
Albrighton Primary School
Albrighton Primary School
Albrighton Primary School
Albrighton Primary School

Sundorne Youth Centre
Grange Sports Centre
Grange Sports Centre
Grange Sports Centre
Grange Sports Centre
Roman Road Sports Centre
Roman Road Sports Centre
Roman Road Sports Centre
Roman Road Sports Centre
Roman Road Sports Centre
Roman Road Sports Centre
Whitchurch Leisure Centre
Whitchurch Leisure Centre
Whitchurch Leisure Centre
Whitchurch Leisure Centre
Whitchurch Leisure Centre
Whitchurch Leisure Centre
Whitchurch Leisure Centre
Whitchurch Leisure Centre
Whitchurch Leisure Centre
Whitchurch Leisure Centre
Ludlow Fire Station - Training
Oswestry Fire Station
Oswestry Fire Station
Prees Fire Station - Training
Broseley Library
Broseley Library
Broseley Library
Gobowen Library
Gobowen Library
Gobowen Library
Gobowen Library
Gobowen Library
Gobowen Library
Shirehall
Shirehall
Shirehall
Sundorne Youth Centre
Oswestry Fire Station
Shrewsbury Training and Development Centre
Shifnal Primary School
Shifnal Primary School
Thomas Adams School
Thomas Adams School
Thomas Adams School
Whitchurch Leisure Centre
Oxon CE Primary School
Oxon CE Primary School
Oxon CE Primary School
Thomas Adams School
Thomas Adams School
Thomas Adams School

Thomas Adams School
Thomas Adams School
St Giles Pre-school
Cantern Brook
Broseley Library
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Prees Fire Station
Cantern Brook
Oakmeadow CE Primary and Nursery School
Oakmeadow CE Primary and Nursery School
Oakmeadow CE Primary and Nursery School
Telford Fire Station
Oswestry Fire Station
Oswestry Fire Station
Oswestry Fire Station
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Fire Complex
Shrewsbury Training and Development Centre
Shrewsbury Training and Development Centre
Shrewsbury Training and Development Centre
Shrewsbury Training and Development Centre
Shrewsbury Training and Development Centre
Shrewsbury Training and Development Centre
Shrewsbury Training and Development Centre
Shrewsbury Training and Development Centre
Shrewsbury Training and Development Centre
Shrewsbury Training and Development Centre
Shrewsbury Training and Development Centre
Shrewsbury Training and Development Centre
Shirehall
Shirehall
Shirehall
The Bog Visitor Centre
The Bog Visitor Centre

Plant Specific Field 1	Plant Specific Field 2	Plant Specific Field 3	Plant Specific Field 8
01:BOILER ROOM	02:NGAS	03:CLYDE	08:ATMOS
01:BOILER ROOM	02:NGAS	03:CLYDE	08:CLYDE
01:BOILER ROOM	02:NGAS	03:CLYDE	08:CLYDE
01:KITCHEN - JNR	02:NGAS	03:STREBEL	08:ATMOS
01:BOILER ROOM	02:35SE	03:VITORAND	08:WEISPT
01:BOILER ROOM	02:35SE	03:VITORAND	08:WEISPT
01:LIVING ROOM	02:NGAS	03:BAXI	08:BK BLR
01:BOILER RM	02:NGAS	03:CLYDE	08:WEISPT
01:BOILER RM	02:NGAS	03:CLYDE	08:CLYDE
01:BOILER ROOM	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER RM	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER ROOM	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER HOUSE	02:35SE	03:STREBEL	08:ELECTR OIL
01:BOILER ROOM	02:35SE	03:CLYDE	08:CLYDE
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:LOCHVR	08:ATMOS
01:BOILER HOUSE	02:35SE	03:POWERMATIC	08:POWERM
01:BOILER HOUSE	02:35SE	03:HAMWORTHY	08:SELECT
01:BOILER HOUSE	02:35SE	03:HAMWORTHY	08:SELECT
01:BOILER HOUSE	02:35SE	03:CLYDE	08:WEISPT
01:BOILER HOUSE	02:35SE	03:CLYDE	08:WEISPT
01:BOILER ROOM	02:35SE	03:STREBEL	08:REILO
01:BOILER ROOM	02:35SE	03:CLYDE	08:RIELLO
01:BOILER HOUSE	02:35SE	03:CLYDE	08:EOGB
01:BOILER HOUSE	02:35SE	03:CLYDE	08:EOGB
01:BOILER ROOM	02:28SE	03:BEESTON	08:NUWAY
01:BOILER ROOM	02:NGAS	03:CLYDE	08:EOGB
01:BOILER ROOM	02:35SE	03:CLYDE	08:CLYDE
01:BOILER ROOM	02:35SE	03:CLYDE	08:CLYDE
01:BOILER HOUSE	02:35SE	03:CLYDE	08:WEISPT
01:BOILER CUPBOARD	02:28SE	03:BOULTER	08:RELIO
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:ELECTOIL
01:BOILER ROOM	02:OIL	03:REMEHA	08:RIELLO
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:CLYDE
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:CLYDE
01:CAR PARK	02:NGAS	03:DIETRICH	08:NUWAY
01:OLD BOILER HSE	02:NGAS	03:REMEHA	08:ATMS
01:MAIN B H	02:NGAS	03:HAMWORTHY	08:ATMOS
01:MAIN B H	02:NGAS	03:HAMWORTHY	08:ATMOS
01:MAIN B H	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER RM	02:NGAS	03:STREBEL	08:EOGB
01:BOILER ROOM	02:NGAS	03:CLYDE	08:CLYDE
01:BOILER ROOM	02:NGAS	03:CLYDE	08:CLYDE
01:BOILER HOUSE	02:28SEC	03:POWERMATIC	08:NUWAY
01:BOILER HOUSE	02:35SEC	03:STREBEL	08:STIRLING
01:BOILER HOUSE	02:35SE	03:STREBEL	08:WEISPT
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:CLYDE
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:CLYDE

01:BOILER HOUSE	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER RM 2	02:NGAS	03:ANDREWS	08:ATMOS
01:BOILER RM 1	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER RM 1	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER HOUSE	02:35SE	03:REMEHA	08:EOGB
01:BOILER HOUSE	02:35SE	03:REMEHA	08:EOGB
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:EOGB
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:EOGB
01:BOILER HOUSE	02:35SE	03:STREBEL	08:RIELLO
01:BOILER HOUSE	02:35SE	03:STREBEL	08:RIELLO
01:OUT HOUSE	02:NGAS	03:COMBI	08:BK BLR
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:CLYDE
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:CLYDE
01:BOILER RM 1	02:NGAS	03:CLYDE	08:CLYDE
01:BOILER RM 2	02:NGAS	03:CLYDE	08:CLYDE
01:BOILER RM 3	02:NGAS	03:STREBEL	08:EOGB
01:LIVING ROOM	02:NGAS	03:BAXI	08:BK BLR
01:BOILER HOUSE	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:OERTL1
01:BOILER ROOM	02:NGAS	03:CLYDE	08:CLYDE
01:BOILER ROOM	02:NGAS	03:CLYDE	08:CLYDE
01:BUNGALOW	02:NGAS	03:IDEAL	08:BK BLR
01:BOILER HOUSE	02:35SE	03:STREBEL	08:RIELLO
01:BOILER ROOM	02:35SE	03:CLYDE	08:EOGB
01:FRONT B/H	02:NGAS	03:STREBEL	08:WEISPT
01:REAR B/H	02:NGAS	03:HAMWORTHY	08:NUWAY
01:BOILER ROOM	02:NGAS	03:CLYDE	08:ATMOS
01:BOILER HOUSE	02:N/GAS	03:BEESTON	08:EOGB
01:BOILER HOUSE	02:28SE	03:STREBEL	08:WEISPT
01:KITCHEN	02:35SEC	03:CLYDE	08:CLYDE
01:MAIN BH	02:35SE	03:STREBEL	08:WEISPT
01:MAIN BH	02:35SE	03:STREBEL	08:WEISPT
01:MAIN BH	02:35SE	03:STREBEL	08:WEISPT
01:KITCHEN	02:OIL	03:POTTERTON	08:RIELLO
01:A BLOCK B/H	02:NGAS	03:CLYDE	08:ATMOS
01:A BLOCK B/H	02:NGAS	03:ANDREWS	08:ATMOS
01:RSLA BLR HOUSE	02:NGAS	03:IDEAL	08:ATMOS
01:B HSE DHW	02:35SE	03:STREBEL	08:ELTOIL
01:BOILER HSE	02:35SE	03:STREBEL	08:EOGB
01:BOILER HSE	02:35SE	03:STREBEL	08:EOGB
01:MAIN BOILER DHW	02:NGAS	03:STREBEL	08:EOGB
01:MAIN BOILER HSE	02:NGAS	03:STREBEL	08:EOGB
01:MAIN BOILER HSE	02:NGAS	03:STREBEL	08:EOGB
01:LANGUAGE BLOCK	02:NGAS	03:CLYDE	08:ATMOS
01:LANGUAGE BLOCK	02:NGAS	03:CLYDE	08:ATMOS
01:DESIGN BLOCK	02:NGAS	03:VALIANT	08:ATMOS

01:MAIN BOILER RM	02:NGAS	03:STREBEL	08:WEISPT	
01:MAIN BOILER RM	02:NGAS	03:STREBEL	08:WEISPT	
01:MAIN BOILER RM	02:NGAS	03:CLYDE	08:WEISPT	
01:MATHS BLOCK	02:NGAS	03:CLYDE	08:ATMOS	
01:ENGLISH B/H	02:NGAS	03:CLYDE	08:ATMOS	
01:MAIN B/H	02:NGAS	03:CLYDE	08:CLYDE	
01:MAIN B/H	02:NGAS	03:CLYDE	08:CLYDE	
01:MAIN B/H	02:NGAS	03:CLYDE	08:CLYDE	
01:ART BLOCK B/H	02:NGAS	03:IDEAL	08:ATMOS	
01:ART BLOCK B/H	02:NGAS	03:IDEAL	08:ATMOS	
01:ART BLOCK B/H	02:NGAS	03:IDEAL	08:ATMOS	
01:RSLA BLOCK	02:NGAS	03:IDEAL	08:ATMOS	
01:MAIN B/H	02:NGAS	03:CLYDE	08:WEISHAAPT	
01:MAIN B/H	02:NGAS	03:CLYDE	08:WEISHAAPT	
01:MIAN B/H	02:NGAS	03:CLYDE	08:WEISHAAPT	
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:EOGB	
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:EOGB	
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:EOGB	
01:BASEMENT BH	02:35SE	03:STREBEL	08:EOGB	
01:BASEMENT BH	02:35SE	03:STREBEL	08:EOGB	
01:BOILER ROOM	02:NGAS	03:CLYDE	08:CLYDE	
01:BOILER ROOM	02:NGAS	03:CLYDE	08:CLYDE	
01:BOILER ROOM	02:NGAS	03:HAMWORTHY	08:ATMOS	
01:REAR STORE	02:NGAS	03:POTTERTON	08:ATMOS	
01:REAR STORE	02:NGAS	03:POTTERTON	08:ATMOS	
01:BOILER ROOM	02:NGAS	03:HAMWORTHY	08:ATMOS	
01:POOL PLANT ROOM	02:NGAS	03:CLYDE	08:WEISHPT	
01:SPORTS HALL BH	02:NGAS	03:STREBEL	08:WEISPT	
01:SPORTS HALL BH	02:NGAS	03:STREBEL	08:WEISPT	
01:SMALL GYM HALL	02:NGAS	03:CLYDE	08:ATMOS	
01:KITCHEN	02:NGAS	03:GLOW-WORM	08:ATMOS	
01:BOILER HOUSE	02:NGAS	03:POTTERTON	08:ATMOS	
01:BOILER HOUSE	02:NGAS	03:POTTERTON	08:ATMOS	
01:BOILER RM	02:NGAS	03:ANDREWS		08:00
01:BOILER ROOM	02:NGAS	03:ANDREWS	08:ATMOS	
01:BOILER ROOM	02:NGAS	03:HAMWORTHY	08:ATMOS	
01:BOILER ROOM	02:NGAS	03:HAMWORTHY	08:ATMOS	
01:NEW BLK B RM	02:NGAS	03:AO SMITH	08:ATMOS	
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:ATMOS	
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:ATMOS	
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:ATMOS	
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:ATMOS	
01:BOILER RM	02:NGAS	03:CLYDE	08:RIELLO	
01:BOILER ROOM	02:NGAS	03:SEAGOLD	08:ATMOS	
01:KITCHEN	02:NGAS	03:VALIANT	08:ATMOS	
01:ROOF PLANT RM	02:NGAS	03:IDEAL	08:ATMOS	
01:COURT 1 B/H	02:NGAS	03:HAMWORTHY	08:ATMOS	
01:COURT 2 B/H	02:NGAS	03:HAMWORTHY	08:ATMOS	
01:STOREROOM	02:NGAS	03:STREBEL	08:ATMOS	
01:BOILER RM	02:NGAS	03:SEAGOLD	08:EOGB	

01:BOILER RM	02:NGAS	03:SEAGOLD	08:EOGB
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:ATMOS
01:LIVING ROOM	02:NGAS	03:GLOW-WORM	08:GLOW WORM
01:BOILER ROOM	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER HOUSE	02:28SE	03:BOULTER	08:RIELLO
01:KITCHEN	02:NGAS	03:WORCESTER	08:ATMOS
01:LIVING ROOM	02:NGAS	03:GLOW-WORM	08:BK BLR
01:KITCHEN	02:NGAS	03:BAXI	08:ATMOS
01:BOILER ROOM	02:NGAS	03:CLYDE	08:WEISPT
01:BOILER ROOM	02:NGAS	03:CLYDE	08:WEISPT
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:ATMOS
01:BOILER RM	02:NGAS	03:CLYDE	08:CLYDE
01:BOILER RM	02:NGAS	03:CLYDE	08:CLYDE
01:BOILER ROOM	02:NGAS	03:STREBEL	08:ATMOS
01:KEY STAGE 1	02:28SE	03:GRANT	08:RIELLO
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:ELECTOIL
01:BOILER ROOM	02:NGAS	03:CLYDE	08:RIELLO
01:ALCOLA BLOCK	02:NGAS	03:STREBEL	08:AMTOS
01:ALCOLA BLOCK	02:NGAS	03:ANDREWS	08:ATMOS
01:FRONT B/H	02:NGAS	03:STREBEL	08:WEISHPT
01:TOILET BLOCK	02:NGAS	03:STREBEL	08:INTEGRAL
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:CONDENSE
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:CONDENSE
01:BOILER HOUSE	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:RIELLO
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:RIELLO
01:BOILER HOUSE	02:ATMOS	03:HAMWORTHY	08:N/A
01:BOILER HOUSE	02:ATMOS	03:HAMWORTHY	08:N/A
01:BOILER HOUSE	02:ATMOS	03:STREBEL	08:EOGB
01:BOILER HOUSE		02:00 03:STREBEL	08:EOGB
01:BOILER HOUSE	02:ATMOS	03:HAMWORTHY	08:N/A
01:BOILER HOUSE	02:ATMOS	03:HAMWORTHY	08:N/A
01:BOILER HOUSE	02:ATMOS	03:HAMWORTHY	08:NA/
01:BOILER HOUSE	02:ATMOS	03:HAMWORTHY	08:NA/
01:BOILER HOUSE	02:ATMOS	03:HAMWORTHY	08:N/A
01:BOILER HOUSE	02:ATMOS	03:HAMWORTHY	08:N/A
01:BOILER HOUSE	02:ATMOS	03:HAMWORTHY	08:N/A
01:BOILER HOUSE	02:ATMOS	03:HAMWORTHY	08:N/A
01:BOILER HOUSE	02:ATMOS	03:HAMWORTHY	08:N/A
01:KITCHEN	02:NGAS	03:HALSTEAD	08:N/A
01:BOILER HOUSE	02:35SEC	03:STREBEL	08:ELECTO
01:BOILER ROOM	02:NGAS	03:ANDREWS	08:N/A
01:BOILER ROOM	02:28SEC	03:VISSMAN	08:EOGB
01:BOILER ROOM	02:NGAS	03:REGENCY 2	08:N/A
01:BOILER ROOM	02:NGAS	03:REGENCY 2	08:N/A
01:SWIMMING POOL	02:NGAS	03:STREBEL	08:EOGB
01:BOILER ROOM	02:NGAS	03:STREBEL	08:N/A
01:BOILER ROOM	02:ATMOS	03:HAMWORTHY	08:N/A
01:BOILER ROOM	02:ATMOS	03:HAMWORTHY	08:N/A

01:BOILER ROOM	02:ATMOS	03:HAMWORTHY	08:N/A
01:BOILER ROOM	02:28SEC	03:CLYDE	08:RIELLO
01:BOILER ROOM	02:28SEC	03:CLYDE	08:RIELLO
01:BOILER ROOM	02:OIL	03:STREBEL	08:EOGB
01:STORE ROOM	02:NGAS	03:WORCESTER	08:N/A
01:KITCHEN	02:NGAS	03:WORCESTER	08:N/A
01:NURSERY	02:NAT GAS	03:STREBEL	08:a
01:BOILER ROOM	02:N/GAS	03:STREBEL	08:EOGB
01:BOILER ROOM	02:N/GAS	03:STREBEL	08:EOGB
01:BOILER ROOM	02:N/GAS	03:CLYDE	08:EOGB
01:ROSLA	02:N/GAS	03:STREBEL	08:EOGB
01:SCIENCE S12	02:NAT GAS	03:WORCESTER	08:N/A
01:BOILER ROOM	02:28 SEC	03:REMAHA	08:REMAHA
01:BOILER ROOM	02:OIL	03:CLYDE	08:RIELLO
01:NEW B ROOM	02:OIL	03:AO SMITH	08:RIELLO
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:EOGB
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:EOGB
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:EOGB
01:BOILER HOUSE	02:28SEC	03:BOULTER	08:EOGB
01:LAUNDRY ROOM	02:ATMOS	03:ANDREWS	08:N/A
01:1ST FLOOR STORE	02:ATMOS	03:GLOW-WORM	08:N/A
01:KITCHEN		02:00 03:WORCESTER	08:FAN FLUED
01:1ST FLR CUP	02:ATMOS	03:IDEAL	08:N/A
01:KITCHEN		02:00 03:THORN	08:BAL FLUE
01:KITCHEN		02:00 03:IDEAL	08:BAL FLUE
01:BOILER ROOM	02:NGAS	03:IDEAL	08:ATMOS
01:BOILER ROOM	02:NGAS	03:YGNIS	08:ATMOS
01:BOILER ROOM	02:NGAS	03:YGNIS	08:ATMOS
01:ART BLOCK	02:35SEC	03:STREBEL	08:EOGB
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:RIELLO
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:RIELLO
01:BOILER ROOM	02:35SE	03:STREBEL	08:EOGB
01:BOILER ROOM	02:28SEC	03:AO SMITH	08:RIELLO
01:BOILER ROOM	02:ATMOS	03:YGNIS	08:N/A
01:BOILER ROOM	02:ATMOS	03:YGNIS	08:N/A
01:BOILER ROOM	02:NGAS	03:STREBEL	08:EOGB
01:BOILER ROOM	02:35SEC	03:STREBEL	08:EOGB
01:BOILER ROOM		02:00 03:GLOWWORM	08:N/A
01:BOILER ROOM		02:00 03:GLOWWORM	08:N/A
01:BOILER ROOM	02:NGAS	03:HAMWORTHY	08:N/A
01:BOILER ROOM	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER ROOM	02:NGAS	03:DORCHESTER	08:N/A
01:BOILER HOUSE	02:NGAS	03:REMEHA	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:REMEHA	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:LOCHINVAR	08:UNKNOWN
01:BOILER HOUSE	02:35SE	03:HOVAL	08:ECOFLAM
01:BOILER HOUSE	02:GAS	03:STREBEL	08:EOGB
01:BOILER HOUSE	02:GAS	03:STREBEL	08:EOGB
01:PRINT ROOM	02:NGAS	03:STREBEL	08:UNKNOWN
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:EOGB

01:BOILER HOUSE	02:NGAS	03:STREBEL	08:EOGB
01:BOILER HOUSE	02:28SEC	03:WORCESTER	08:EOGB
01:BOILER ROOM	02:NGAS	03:STREBEL	08:BOULTER
01:BOILER ROOM	02:NGAS	03:VIESSMAN	08:EOGB
01:BOILER ROOM	02:NGAS	03:STREBEL	08:EOGB
01:BOILER HOUSE	02:35SE	03:STOKVIS	08:NUWAY
01:GYM PLANT RM	02:NGAS	03:HAMWORTHY	08:ATMOS
01:KITCHEN	02:28SE	03:FIREBIRD	08:UNKNOWN
	01:00 02:28SEC	03:BOULTER	08:RIELLO
01:COOKERY BLK	02:NGAS	03:STREBEL	08:UNKNOWN
01:BOILER ROOM	02:35SE	03:CLYDE	08:RIELLO
01:BOILER ROOM	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER ROOM	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER ROOM	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:EOGB
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:EOGB
01:BOILER ROOM	02:NGAS	03:HAMWORTHY	08:N/A
01:BOILER ROOM	02:NGAS	03:HAMWORTHY	08:N/A
01:BOILER ROOM	02:NGAS	03:HAMWORTHY	08:N/A
01:BOILER ROOM		02:00 03:STREBEL	08:N/A
01:BOILER ROOM		02:00 03:STREBEL	08:N/A
	01:00 02:NGAS	03:HAMWORTHY	08:N/A
01:TECH BLOCK	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:IDEAL	08:IDEAL
01:BOILER ROOM	02:NGAS	03:STREBEL	08:ATMOS
01:BOILER ROOM	02:NGAS	03:STREBEL	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:RIELLO
01:BOILER HOUSE	02:NGAS	03:CLYDE	08:RIELLO
01:STORE ROOM	02:NGAS	03:WORCESTER	08:N/A
01:BOILER ROOM	02:NGAS	03:HAMWORTHY	08:N/A
01:BOILER ROOM	02:NGAS	03:HAMWORTHY	08:N/A
01:ATC BOILER H	02:NGAS	03:HAMWORTHY	08:ATMOS
01:ATC BH	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER ROOM	02:35SEC	03:WORCESTER	08:TBA
01:BOILER ROOM	02:28SE	03:STREBEL	08:EOGB
01:BOILER ROOM	02:28SE	03:STREBEL	08:EOGB
01:HERBERT CENTRE	02:NGAS	03:VIESSMAN	08:N/A
01:UTILITY ROOM	02:NGAS	03:WORCESTER	08:N/A
01:PE STORE	02:NGAS	03:HAMWORTHY	08:ATMOS
01:BOILER ROOM	02:35 SEC	03:STREBEL	08:EOGB
01:100 HIGH STREET	02:NGAS	03:WORCESTER	08:UNKNOWN
01:OFFICE	02:GAS	03:VIESSMANN	08:ATMOS
01:SPORTS HALL	02:NGAS	03:STREBEL	08:RS
01:SPORTS HALL	02:NGAS	03:HAMWORTHY	08:OPEN
01:ED CENTRE	02:NGAS	03:STREBEL	08:STREBEL
01:ED CENTRE	02:NGAS	03:HOVAL	08:HOVAL
01:MUSIC BLOCK	02:NGAS	03:GLOW WORM	08:GLOW-WORM
01:PLANT ROOM	02:NGAS	03:CLYDE	08:ATMOS
01:PLANT ROOM	02:NGAS	03:CLYDE	08:ATMOS
01:BUNGALOW	02:NGAS	03:WORCESTER	08:ATMOS

01:BOILER HOUSE	02:NGAS	03:IDEAL	08:IDEAL
01:BOILER HOUSE	02:NGAS	03:IDEAL	08:IDEAL
01:BOILER HOUSE	02:NGAS	03:IDEAL	08:IDEAL
01:BOILER HOUSE	02:NGAS	03:IDEAL	08:IDEAL
01:BOILER HOUSE	02:NGAS	03:IDEAL	08:IDEAL
01:BASEMENT	02:NGAS	03:POTTERTON	08:UNKNOWN
	01:00	02:00	03:00 08:B
01:PLANT ROOM	02:NGAS	03:STORVIS	08:A
01:BOILERHOUSE	02:GAS	03:IDEAL	08:B
01:UNIT 2	02:NGAS	03:CALDIERE	08:B
01:SPORTS HALL	02:NGAS	03:KESTON	08:ATMOS
01:BASEMENT	02:NGAS	03:POTTERTON	08:UNKNOWN
01:BOILER ROOM		02:00 03:ECOMAX	08:ECOFLAM
01:BOILER ROOM		02:00 03:ECOMAX	08:ECOFLAM
01:BOILER HOUSE 1	02:NGAS	03:VIESSMANN	08:UNKNOWN
01:BOILER HOUSE	02:NGAS	03:VIESSMANN	08:UNKNOWN
01:BOILER HOUSE	02:NGAS	03:HAMWORTHY	08:UNKNOWN
01:BOILER ROOM	02:35SEC	03:STREBEL	08:UNKNOWN
01:BOILER ROOM	02:NGAS	03:ATAG	08:TBA
01:UNIT 3	02:NGAS	03:CALDIERE	08:TBA
01:GENTS TOILETS	02:NGAS	03:IDEAL	08:TBA
01:UNIT 4	02:NGAS	03:CALDIERE	08:TBA
01:UNIT 1	02:NGAS	03:CALDIERE	08:TBA
	01:00	02:00 03:ACU HEAT	08:ACU
	01:00	02:00 03:ACU HEAT	08:ACU
	01:00	02:00 03:ACU HEAT	08:ACU
01:KITCHEN		02:00 03:BAXI	08:BAXI
01:CUPBOARD	02:NGAS	03:ANDREWS	08:UNKNOWN
01:KITCHEN		02:00	03:00 08:GLOWWORM
01:BOILER HOUSE	02:NGAS	03:HANWORTHY	08:TBA
01:BOILER HOUSE	02:NGAS	03:HAMWORTHY	08:T
01:BOILER HOUSE	02:NGAS	03:HAMWORTHY	08:T
01:BOILER HOUSE		02:00 03:HAMWORTHY	08:T
01:A	02:35sec	03:VORTEX	08:REILLO
01:TRAINING STORES	02:RS	03:POTTERTON	08:A
01:PLANT ROOM	02:NGAS	03:STORVIS	08:A
01:BOILER HOUSE		02:00 03:REMEHA	08:UNKNOWN
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:ATMOS
01:BOILER HOUSE	02:NGAS	03:STREBEL	08:ATMOS
01:LEARN CENTRE	02:NG	03:STREBEL	08:unknown
01:LEARN CENTRE	02:NG	03:HOVAL	08:UNKNOWN
01:BOILERHOUSE	02:NGAS	03:MIKROFILL	08:ETHOS
01:BOILERHOUSE	02:NGAS	03:MIKROFILL	08:ETHOS
	01:00 02:NGAS	03:WORCESTER	08:UNKNOWN
01:GROUND FLOOR	02:TBA	03:GRANT	08:TBA
01:BOILER HOUSE	02:NGAS	03:HAMWORTHY	08:N
01:BOILER HOUSE	02:NGAS	03:HAMWORTHY	08:N
	01:00 02:35 SEC	03:CLYDE	08:E.O.G.B
01:PLANT ROOM		02:00 03:REMEHA	08:E.O.G.B

01:PLANT RM		02:00 03:REMEHA	08:E.O.G.B
01:PLANT ROOM		02:00 03:REMEHA	08:E.O.G.B
01:PLANT ROOM		02:00 03:REMEHA	08:E.O.G.B
01:LIBRARY		02:00 03:HAMWORTHY	08:UNKNOWN
01:LIBRARY		02:00 03:HAMWORTHY	08:UNKNOWN
01:BOILER HOUSE		02:00 03:HAMWORTHY	08:RIELLORS34
01:BOILER HOUSE		02:00 03:HAMWORTHY	08:RIELLORS34
01:BOILERHOUSE		02:00 03:IDEAL	08:UNKNOWN
01:BOILERHOUSE		02:00 03:IDEAL	08:UNKNOWN
01:UNIT 7		02:00 03:WORCESTER	08:WORCESTER
01:PLANT ROOM		02:00 03:WORCESTER	08:WORCESTER
01:PLANT ROOM		02:00 03:QUINTA	08:CR REMEHA
01:PLANT ROOM		02:00 03:QUNITA	08:CR REMEHA
01:WORKSHOP		02:00 03:GREENSTAR	08:WORCESTER
01:UTILITY	02:28SEC		03:00 08:RIELLO
01:UTILITY	02:28SEC		03:00 08:RIELLO
01:ROSLA		02:00 03:IDEAL	08:aa
	01:00	02:00 03:IDEAL	08:AA
01:ROSLA		02:00 03:LOCHINVAR	08:AA
01:KITCHEN	02:FAN RS		03:00 08:?
01:LIVING ROOM		02:00	03:00 08:AVANTGARDE
01:PLANT ROOM		02:00 03:IDEAL	08:IDEAL
01:PLANT ROOM		02:00 03:IDEAL	08:IDEAL
01:PLANT ROOM		02:00 03:IDEAL	08:IDEAL
01:BOILER HOUSE F	02:NG	03:STREBEL	08:STREBEL
01:LIVING ROOM		02:00 03:VALOR	08:VALOR
01:ART BLOCK		02:00 03:ANDREWS	08:ANDREWS
01:BOILER ROOM	02:NGAS	03:HOVAL	08:NA
01:BOILER ROOM	02:NGAS	03:HOVAL	08:NA
01:LIVING ROOM		02:00 03:GLOW WORM	08:GLOW WORM
01:BOILER HOUSE		02:00 03:REMEHA	08:EOGB
01:BOILER HOUSE		02:00 03:REMEHA	08:EOGB
	01:00	02:00	03:00 08:STREBEL
	01:00 02:28sec	03:REMEHA	08:BALTUR
	01:00 02:NG	03:MAIN	08:NONE
	01:00 02:NG	03:MAIN	08:NONE
01:STORE ROOM		02:00 03:WORCESTER	08:BOILER
	01:00	02:00	03:00 08:UNKNOWN
01:MUSIC		02:00 03:WORCESTER	08:unknown
	01:00 02:BOILER	03:REMEHA	08:WEISHAAPT
01:PLANT ROOM	02:BOILER	03:REMEHA	08:WEISHAAPT
01:KITCHEN		02:00 03:WORCESTER	08:BOILER
	01:00 02:NGAS	03:BROAG	08:TBA
01:NOILER ROOM	02:NGAS	03:BROAG	08:TBA
01:BOILER ROOM	02:NGAS	03:BROAG	08:TBA
01:SWIMMING POOL	02:NGAS	03:CERTIKIN	08:UNKNOWN
01:BOILER ROOM	02:NGAS	03:LOCHINVAR	08:UNKNOWN
01:KITCHEN	02:NGAS	03:28ECO	08:unknown
01:BOILER ROOM	02:35 SEC	03:REMEHA	08:EGOB
01:BOILER ROOM	02:35 SEC	03:REMEHA	08:EGPB

	01:00 02:F/D	03:CLYDE	08:WEISHAAPT
	01:00 02:FD	03:CLYDE	08:WEISHAAPT
01:MAIN BOILER RM		02:00 03:REMEHA	08:EOGB
01:MAIN BOILER RM		02:00 03:REMEHA	08:EOGB
01:100 - HIGH ST		02:00 03:WORCESTER	08:UNKNOWN
	01:00	02:00	03:00 08:UNKNOWN
01:MAIN BOILER	02:NGAS	03:REMEHA	08:UNKNOWN
01:MAIN BOILER RM	02:NGAS	03:REMEHA	08:UNKNOWN
01:Class 1	02:R/S/F/F	03:Vulcana	08:00
01:Class 3	02:R/S/F/F	03:Vulcana	08:00
01:5 FORM LAB B/H	02:NGAS	03:HAMWORTHY	08:ATMOS
01:ROSCOE B/H	02:NGAS	03:IDEAL CX	08:ATMOS
01:5 FORM CTR B/H	02:NGAS	03:ANDREWS	08:ATMOS
01:NOBLE STREET	02:NGAS	03:HAMWORTHY	08:00
01:NOBLE STREET	02:NGAS	03:HAMWORTHY	08:00
01:5TH FORM BOILER	02:NGAS	03:HAMWORTHY	08:00

01:00

02:00

03:00

01:N	02:00	03:NURSERY
01:N	02:00	03:NURSERY
01:N	02:00	03:CLASSROOM
01:N	02:00	03:CLASSROOM
01:N	02:00	03:DEMOUNTABLE
01:N	02:00	03:DEMOUNTABLE
01:N	02:00	03:CLASSROOM 3
01:N	02:00	03:CLASSROOM 4
01:N	02:00	03:DEMOUNTABLE
01:N	02:00	03:HALL
01:N	02:00	03:HALL
01:N	02:00	03:CLASS 48
01:N	02:00	03:CLASS 49
01:N	02:00	03:CLASS 51
01:N	02:00	03:OFFICE
01:N	02:00	03:OFFICE
01:N	02:00	03:OFFICE
01:N	02:00	03:ROOM 3
01:N	02:00	03:ROOM 2
01:N	02:00	03:ROOM 1
01:N	02:00	03:ROOM 2
01:N	02:00	03:ROOM 3
01:N	02:00	03:LOUNGE
01:N	02:00	03:LOUNGE
01:N	02:00	03:ROOM 1
01:N	02:00	03:SPORTS HALL
01:N	02:00	03:SPORTS HALL
01:N	02:00	03:SPORTS HALL
01:N	02:00	03:SPORTS HALL
01:N	02:00	03:SPORTS HALL
01:N	02:00	03:SPORTS HALL
01:N	02:00	03:SPORTS HALL
01:N	02:00	03:SPORTS HALL
01:N	02:00	03:SPORTS HALL
01:N	02:00	03:SPORTS HALL
01:N	02:00	03:GALLERY
01:N	02:00	03:BACK OFFICE
01:N	02:00	03:COMPUTER
01:N	02:00	03:COMPUTER ROOM
01:N	02:00	03:OFFICE
01:N	02:00	03:CLASS ROOM
01:N	02:00	03:SPORTS HALL
01:N	02:00	03:RECEPTION

01:N		02:00 03:SQUARE ROOM
01:N		02:00 03:SPORTS HALL
01:N		02:00 03:SPORTS HALL
01:N		02:00 03:SPORTS HALL
01:N		02:00 03:SPORTS HALL
01:N		02:00 03:SPORTS HALL
01:N		02:00 03:SPORTS HALL
01:N		02:00 03:SPORTS HALL
01:N		02:00 03:SPORTS HALL
01:N		02:00 03:SPORTS HALL
01:N		02:00 03:SPORTS HALL
01:N		02:00 03:SPORTS HALL
01:N		02:00 03:SPORTS HALL
01:N		02:00 03:SPORTS HALL
01:N		02:00 03:GYM
01:N		02:00 03:GYM
01:N		02:00 03:GYM
01:N		02:00 03:TRAINING B H
01:N		02:00 03:APPLIANCE BAY
01:N		02:00 03:APPLIANCE BAY
01:N		02:00 03:TRAINING B H
01:N		02:00 03:REAR LIBRARY
01:N		02:00 03:FRONT LIBRARY
01:N		02:00 03:REFERENCE AREA
01:N		02:00 03:LIBRARY
01:N		02:00 03:LIBRARY
01:N		02:00 03:LIBRARY
01:N		02:00 03:LIBRARY
01:N		02:00 03:LIBRARY
01:N		02:00 03:SOUTH BLK B H
01:N		02:00 03:WEST BLK B H
01:N		02:00 03:NORTH BLK B H
01:N		02:00 03:SPORTS HALL
01:N		02:00 03:SMOKE HOUSE
01:N		02:00 03:ROOM 3
01:N		02:00 03:CLASSROOM 2
01:N		02:00 03:CLASSROOM 1
01:N		02:00 03:CLASS 50
01:N		02:00 03:HISTORY OFFICE
01:N		02:00 03:OFFICE
01:N		02:00 03:SPORTS HALL
01:N		02:00 03:DEMOUNTABLE
01:N		02:00 03:00
01:N		02:00 03:DEMOUNTABLE
	01:00	02:00 03:DARK ROOM
01:Y		02:00 03:RE CLASSRM
	01:00	02:00 03:RE CLASSRM

	01:00	02:00 03:CLASS 52
	01:00	02:00 03:CLASS 52
	01:00	02:00 03:DEMOUNTABLE
01:N		02:00 03:SPORTS HALL
01:N		02:00 03:LIBRARY WINDOW
01:N		02:00 03:GARAGE
01:N		02:00 03:GARAGE 2
01:N		02:00 03:GARAGE 2
01:N		02:00 03:GARAGE 2
01:N		02:00 03:GARAGE 2
01:N		02:00 03:GARAGE 2
01:N		02:00 03:BOILER HOUSE
01:N		02:00 03:SPORTS HALL
01:N		02:00 03:DEMOUNTABLE
01:N		02:00 03:DEMOUNTABLE
01:N		02:00 03:DRUGASTAR
	01:00	02:00 03:HOT HOUSE
	01:00	02:00 03:LECTURE ROOM
	01:00	02:00 03:OFFICE
	01:00	02:00 03:OFFICE
	01:00	02:00 03:GARAGE NO 2
	01:00	02:00 03:GARAGE NO 2
	01:00	02:00 03:GARAGE NO 2



INSTRUCTIONS FOR TENDERING

**RMCB 024 - MAINTENANCE OF
BOILER/BURNER PLANT &
MISCELLANEOUS GAS
EQUIPMENT**

Shropshire Council Instructions for tendering

Contract Description:

The objective of the contract is for the Contractor to provide a twice yearly inspection and maintenance of oil, gas fired and biomass boilers/burners, together with listed ancillary equipment and other miscellaneous oil and gas fired equipment installed on Council controlled premises, to ensure that they are maintained in a safe condition so as to prevent risk of injury to any person or damage to any property. The Contractor shall also provide an emergency breakdown repair service and issue 'Landlords Certificates' where appropriate.

It shall further comprise of a 24 hour 365 days per year emergency breakdown repair service for Boiler/ Miscellaneous Gas Equipment.

There are approximately 243 properties on the boiler maintenance contract and 47 properties on the miscellaneous gas equipment maintenance contract. It is a mandatory requirement that the successful contractor holds CHAS, GAS SAFE and OFTEC as stated in the tender documents. The maintenance contract consists of two visits per year the summer visit to be carried out 1st April to 30th September and the winter visit 1st October to 31st March each year.

The fixed priced contract will be for a period of up to 4 years commencing on 1st April 2017.

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1.0 Invitation to Tender

- 1.1 You are invited to tender for the maintenance of boiler/burner plant & miscellaneous gas equipment as detailed in the Tender Response Document. The contract will be for an initial period of up to 4 years commencing on 1st April 2017.
- 1.2 Tenders are to be submitted in accordance with the General Terms and Conditions of Shropshire Council and the instructions outlined within this document.
- 1.3 Tenders must be submitted in accordance with the following instructions. Tenders not complying in any particular way may be rejected by Shropshire Council (the Council) whose decision in the matter shall be final. Persons proposing to submit a Tender are advised to read the Invitation to Tender documentation carefully to ensure that they are fully familiar with the nature and extent of the obligations to be accepted by them if their Tender is accepted.
- 1.4 The Invitation to Tender documents must be treated as private and confidential. Tenderers should not disclose the fact that they have been invited to tender or release details of the Invitation to tender document other than on an "in confidence" basis to those who have a legitimate need to know or who they need to consult for the purpose of preparing the tender as further detailed in these Instructions for Tendering.
- 1.5 Tenderers shall not at any time release information concerning the invitation to tender and/or the tender documents for publication in the press or on radio, television, screen or any other medium without the prior consent of the Council.
- 1.6 The fact that a Tenderer has been invited to submit a tender does not necessarily mean that it has satisfied the Council regarding any matters raised in the pre-tender questionnaire submitted. The Council makes no representations regarding the Tenderer's financial stability, technical competence or ability in any way to carry out the required services. The right to return to any matter raised in any pre-tender questionnaire submitted as part of the formal tender evaluation is hereby reserved by the Council.
- 1.7 The Invitation to Tender is issued on the basis that nothing contained in it shall constitute an inducement or incentive nor shall have in any other way persuaded a tenderer to submit a tender or enter into a Contract or any other contractual agreement.
- 1.8 Shropshire Council is purchasing on behalf of itself and any wholly owned local authority company or other entity that is deemed to be a contracting authority by virtue of the Council's involvement

2.0 Terms and Conditions

- 2.1 Every Tender received by the Council shall be deemed to have been made subject to the General Terms and Conditions and these Instructions for Tendering unless the Council shall previously have expressly agreed in writing to the contrary.
- 2.2 The Tenderer is advised that in the event of their Tender being accepted by the Council, they will be required to undertake the required services.

3.0 Preparation of Tenders

3.1 Completing the Tender Response Document

3.1.1 Tenders should be submitted using the 'Tender Response Document' following the instructions given at the front of the document. The Tenderer's attention is specifically drawn to the date and time for receipt of Tenders and that no submission received after the closing time will be considered.

3.1.2 All documents requiring a signature must be signed;

- a) Where the Tenderer is an individual, by that individual;
- b) Where the Tenderer is a partnership, by two duly authorised partners;
- c) Where the Tenderer is a company, by two directors or by a director and the secretary of the company, such persons being duly authorised for the purpose.

3.1.3 The Invitation to Tender Documents are and shall remain the property and copyright of the Council

3.2 Tender Preparation and Costs

3.2.1 It shall be the responsibility of Tenderers to obtain for themselves at their own expense all information necessary for the preparation of their Tender. No claim arising out of want of knowledge will be accepted. Any information supplied by the Council (whether in the Tender Documentation or otherwise) is supplied only for general guidance in the preparation of tenders.

3.2.2 Any Tenderer considering making the decision to enter into a contractual relationship with the Council must make an independent assessment of the Tender opportunity after making such investigation and taking such professional advice as it deems necessary.

3.2.3 Tenderers will be deemed for all purposes connected with their Tender submission where appropriate to have visited and inspected the Council, its assets, all the locations in respect of the delivery of the services/supplies/works and to have satisfied themselves sufficiently as to the nature, extent and character of the services supplies/works sought, and the human resources, materials, software, equipment, machinery, and other liabilities and other matters which will be required to perform the contract.

3.2.4 The Council will not be liable for any costs incurred by Tenderers in the preparation or presentation of their tenders.

3.2.5 Tenderers are required to complete all pricing schedules in the Invitation to tender documents. The terms "Nil" and "included" are not to be used but a zero or figures must be inserted against each item. Unit rates and prices must be quoted in pounds sterling and whole new pence.

3.2.6 It shall be the Tenderer's responsibility to ensure that all calculations and prices in the Tender documentation are correct at the time of submission.

3.2.7 The Tenderer is deemed to have made him/herself acquainted with the Council's requirements and tender accordingly. Should the Tenderer be in any doubt regarding the true meaning and intent of any element of the specification he is

invited to have these fully resolved before submitting his Tender. No extras will be allowed for any loss or expense involved through any misunderstanding arising from his/her failure to comply with this requirement.

3.2.8 Any Tender error or discrepancy identified by the Council shall be drawn to the attention of the Tenderer who will be given the opportunity to correct, confirm or withdraw the Tender.

3.2.9 The Tender Documents must be treated as private and confidential. Tenderers should not disclose the fact that they have been invited to tender or release details of the Tender document other than on an In Confidence basis to those who have a legitimate need to know or whom they need to consult for the purpose of preparing the Tender.

3.3 Parent Company Guarantee

It is a condition of contract that if the tendering company is a subsidiary then its Ultimate Group/Holding Company must guarantee the performance of this contract and provide a letter to that effect signed by a duly authorised signatory of the Ultimate Group/Holding Company if requested to do so by the Council. Where the direct parent company cannot provide an adequate guarantee in the opinion of the Council, the Council will look to another group or associate company, with adequate assets, to be the guarantor. In cases where the contract is with a Joint Venture Company (JVC) or a Special Purpose Vehicle (SPV) company, which may have two or more parent companies and which may not be adequately capitalised or have sufficient financial strength on its own to support the risk and obligations it has under the contract, 'joint and several' guarantees / indemnities from the parent companies of the JVC or SPV may be sought.

3.4 Warranty

The Tenderer warrants that all the information given in their Tender and if applicable their Request to Participate Questionnaire is true and accurate. The information provided will be deemed to form part of any contract formed under this contract.

The Tenderer warrants that none of their current Directors have been involved in liquidation or receivership or have any criminal convictions

4.0 Tender Submission

4.1 Tenders must be submitted strictly in accordance with the letter of instruction accompanying this Invitation to Tender. Tenders must be submitted by the deadline of **noon, 28th October 2016**.

4.2 No unauthorised alteration or addition should be made to the Specification and Tender Response Document, or to any other component of the Tender document. If any such alteration is made, or if these instructions are not fully complied with, the Tender may be rejected.

4.3 Qualified tenders may be submitted, but the Council reserves the right not to accept any such tender. The Council's decision on whether or not a Tender is acceptable will be final.

4.4 Tenderers should note that their Tender must remain open and valid and capable

of acceptance for a period of at least 90 days.

4.5 Tenderers should note that Tenders and supporting documents must be written in English and that any subsequent contract, which may or may not be entered into, its formation, interpretation and performance, shall be subject to and in accordance with the laws of England and subject to the jurisdiction of the Courts of England and Wales.

4.6 Where Tender submissions are incomplete the Council reserves the right not to accept them.

5.0 Variant Bids

5.1 The Council is interested in alternative solutions which would provide and develop opportunities for savings in service costs, service improvement or other financial benefits. In particular, the Council wishes to encourage solutions which also deliver benefits and added value to the local economy, residents and the business community.

5.2 Tenderers may submit, at their discretion, a Tender offering a different approach to the project as a "Variant Bid". However, to permit comparability, at least one bid must be submitted strictly in accordance with the Invitation to Tender Documents (the "Compliant Tender"). Any Tender variant proposed must clearly state how it varies from the requirements of the Compliant Tender Documents, and be explicit in demonstrating the benefits that will accrue to the Council from adopting this approach. Tenderers will be required to identify which submission, in their view, demonstrates best value to the Council.

5.3 Variant Bids must contain sufficient financial and operational detail to allow any Variant Bid to be compared with the standard Tender, permitting its considerations in written form.

6.0 Tender Evaluation

6.1 The Tenderers may be called for interview to seek clarification of their tender or additional or supplemental information in relation to their tender. The presentations will not carry any weighting to the final score achieved by Tenderers, but will be used to clarify and moderate issues raised in the Tenderer's submissions. Any areas of discrepancy between submissions and information gained from the presentations will be reviewed and scores previously awarded will be amended if necessary.

6.2 If the Council suspects that there has been an error in the pricing of a Tender, the Council reserves the right to seek such clarification, as it considers necessary from the Tenderer in question.

7.0 Clarifications

- 7.1** Tenderers are responsible for clarifying any aspects of the tendering process and/or the Invitation to Tender documents in the manner described below.
- 7.2** If you are unsure of any section and require further clarification, please contact via our Delta Tenderbox.
- 7.3** Where appropriate, the Authorised Officer named above may direct the Tenderer to other officers to deal with the matter.
- 7.4** All queries should be raised as soon as possible (in writing), in any event not later than **21st October 2016**.
- 7.5** All information or responses that clarify or enhance the tendering process will be supplied to all Tenderers on a uniform basis (unless expressly stated otherwise). These responses shall have the full force of this Instruction and where appropriate the Conditions of Contract. If a Tenderer wishes the Council to treat a question as confidential this must be expressly stated. The Council will consider such requests and will seek to act fairly between the Tenderers, whilst meeting its public law and procurement duties in making its decision.
- 7.6** Except as directed in writing by the Authorised Officer, and confirmed in writing to a Tenderer, no agent or officer or elected Member (Councillor) of the Council has any express or implied authority to make any representation or give any explanation to Tenderers as to the meaning of any of the Tender Documents, or as to anything to be done or not to be done by a Tenderer or to give any warranties additional to those (if any) contained in the ITT or as to any other matter or thing so as to bind the Council in any way howsoever.

8.0 Continuation of the Procurement Process

8.1 The Council shall not be committed to any course of action as a result of:

- i) issuing this Invitation to Tender;
- ii) communicating with a Tenderer, a Tenderer's representative or agent in respect of this procurement exercise;
- iii) any other communication between the Council (whether directly or through its agents or representatives) and any other party.

8.2 The Council reserves the right at its absolute discretion to amend, add to or withdraw all, or any part of this Invitation to Tender at any time during the tendering stage of this procurement exercise.

8.3 At any time before the deadline for receipt of tender returns the Council may modify the Invitation to Tender by amendment. Any such amendment shall be numbered and dated and issued by the Council to all participating tenderers. In order to give prospective Tenderers reasonable time in which to take the amendment into account in preparing its Tender return, the Council may in its sole discretion, extend the deadline for submission of the tender returns. The Council reserves the right to amend, withdraw, terminate or suspend all or any part of this procurement process at any time at its sole discretion.

9.0 Confidentiality

9.1 All information supplied by the Council in connection with or in these Tender Documents shall be regarded as confidential to the Council unless the information is already within the public domain or subject to the provisions of the Freedom of Information Act 2000.

9.2 The Contract documents and publications are and shall remain the property of the Council and must be returned upon demand.

9.3 Tenderers shall ensure that each and every sub-contractor, consortium member and/or professional advisor to whom it discloses these papers complies with the terms and conditions of this ITT.

9.4 The contents of this Invitation to Tender are being made available by the Council on condition that:

9.4.1 Tenderers shall at all times treat the contents of the Invitation to tender and any related documents as confidential, save in so far as they are already in the public domain and Tenderers shall not, subject to the provisions relating to professional advisors, sub-contractors or other persons detailed below, disclose, copy, reproduce, distribute or pass any of the contents of the Invitation to tender to any other person at any time or allow any of these things to happen;

9.4.2 Tenderers shall not use any of the information contained in this Invitation to tender for any purpose other than for the purposes of submitting (or deciding whether to submit) the tender; and

9.4.3 Tenderers shall not undertake any publicity activity within any section of the media.

- 9.5** Tenderers may disclose, distribute or pass this Invitation to tender to their professional advisors, sub-contractors or to another person provided that:
- 9.5.1** this is done for the sole purpose of enabling an Invitation to tender to be submitted and the person receiving the Information undertakes in writing to keep the Invitation to Tender confidential on the same terms as if that person were the Tenderer; or
 - 9.5.2** the Tenderer obtains the prior written consent of the Council in relation to such disclosure, distribution or passing of the Invitation to Tender; or
 - 9.5.3** the disclosure is made for the sole purpose of obtaining legal advice from external lawyers in relation to the procurement or to any Contract(s) which may arise from it; or
 - 9.5.4** the Tenderer is legally required to make such a disclosure.
- 9.6** The Council may disclose detailed information relating to the Invitation to Tender to its officers, employees, agents, professional advisors or Governmental organisations and the Council may make any of the Contracts and procurement documents available for private inspection by its officers, employees, agents, professional advisors, contracting authorities or Governmental organisations.

9.7 Transparency of Expenditure

Further to its obligations regarding transparency of expenditure, the Council may be required to publish information regarding tenders, contracts and expenditure to the general public, which could include the text of any such documentation, except for any information which is exempt from disclosure in accordance with the provisions of the Freedom of Information Act to be determined at the absolute discretion of the Council.

10.0 Freedom of Information

- 10.1** Please note that from 1 January 2005 under the provisions of the Freedom of Information Act 2000, the public (included in this are private companies, journalists, etc.) have a general right of access to information held by public authorities. One of the consequences of those new statutory responsibilities is that information about your organisation, which Shropshire Council may receive from you during this tendering process may be subject to disclosure, in response to a request, unless one of the various statutory exemptions applies.
- 10.2** In certain circumstances, and in accordance with the Code of Practice issued under section 45 of the Act, Shropshire Council may consider it appropriate to ask you for your views as to the release of any information before we make a decision as to how to respond to a request. In dealing with requests for information under the Act, Shropshire Council has to comply with a strict timetable and it would therefore expect a timely response to any such consultation within five working days.
- 10.3** If, at any stage of this tendering process, you provide any information to Shropshire Council in the expectation that it will be held in confidence, then you must make it

clear in your documentation as to the information to which you consider a duty of confidentiality applies. The use of blanket protective markings such as “commercial in confidence” will no longer be appropriate and a clear indication as to what material is to be considered confidential and why should be given.

- 10.4** Shropshire Council will not be able to accept that trivial information or information which by its very nature cannot be regarded as confidential should be subject to any obligation of confidence.
- 10.5** In certain circumstances where information has not been provided in confidence, Shropshire Council may still wish to consult with you as to the application of any other exemption such as that relating to disclosure that will prejudice the commercial interests of any party. However the decision as to what information will be disclosed will be reserved to Shropshire Council.

For guidance on this issue see: <http://www.ico.gov.uk>

11.0 Disqualification

- 11.1** The Council reserves the right to reject or disqualify a Tenderer’s Tender submission where:
 - 11.1.1** The tenderer fails to comply fully with the requirements of this Invitation to tender or is in breach of clause 15 of the Council’s General Terms and Conditions relating to Bribery and Corruption or is guilty of a serious or intentional or reckless misrepresentation in supplying any information required; or
 - 11.1.2** The tenderer is guilty of serious or intentional or reckless misrepresentation in relation to its tender return and/or the procurement process.
 - 11.1.3** The tenderer directly or indirectly canvasses any member, official or agent of the Council concerning the award of the contract or who directly or indirectly obtains or attempts to obtain information from any such person concerning any other Tender or proposed Tender for the services. The Canvassing Certificate must be completed and returned as instructed.
 - 11.1.4** The Tenderer :
 - a) Fixes or adjusts the amount of his Tender by or in accordance with any agreement or arrangements with any other person; or
 - b) Communicates to any person other than the Council the amount or approximate amount of his proposed Tender (except where such disclosure is made in confidence in order to obtain quotations necessary for preparation of the Tender for insurance purposes); or
 - c) Enters into an agreement or arrangement with any other person that he shall refrain from tendering or as to the amount of any Tender to be submitted; or
 - d) Offers or agrees to pay or give or does pay or gives any sum of money, inducement or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to

any Tender or proposed Tender for the services any act or omission.

11.2 Any disqualification will be without prejudice to any other civil remedies available to the Council and without prejudice to any criminal liability which such conduct by a Tenderer may attract. The Non-Collusive Tendering Certificate must be completed and returned as instructed.

11.3 The Council reserves the right to disqualify an Applicant from further participating in this procurement process where there is a change in the control or financial stability of the Tenderer at any point in the process up to award of a contract and such change of control or financial stability has a materially adverse effect on the Tenderer's financial viability or ability to otherwise meet the requirements of the procurement process.

12.0 E-Procurement

As part of its procurement strategy Shropshire Council is committed to the use of technology that can improve the efficiency of procurement. Successful Tenderers may be required to send or receive documents electronically. This may include purchase orders, acknowledgements, invoices, payment advices, or other procurement documentation. These will normally be in the Council's standard formats, but may be varied under some circumstances so as not to disadvantage small and medium suppliers.

13.0 Award of Contract

13.1 Award Criteria

The Award Criteria has been set out within the Tender Response Document accompanying this invitation to tender. The Council is not bound to accept the lowest or any Tender.

13.2 Award Notice

The Council will publish the name and addresses of the successful Tenderers in the Official Journal of the European Union (OJEU) where appropriate. The Contracting Authority reserves the right to pass all information regarding the outcome of the Tendering process to the Office of Fair Trading to assist in the discharge of its duties. Additionally, the Council will adhere to the requirements of the Freedom of Information Act 2000 and Tenderers should note this statutory obligation.

13.3 Transparency of Expenditure

Further to its obligations regarding transparency of expenditure, the Council may also be required to publish information regarding tenders, contracts and expenditure to the general public, which could include the text of any such documentation, except for any information which is exempt from disclosure in accordance with the provisions of the Freedom of Information Act to be determined at the absolute discretion of the Council.

14.0 Value of Contract

Shropshire Council cannot give any guarantee in relation to the value of this contract.

15.0 Acceptance

15.1 Tenders must be submitted strictly in accordance with the terms of the Council's Invitation to Tender documentation and acceptance of the tender shall be conditional on compliance with this Tender Condition.

15.2 The Tender documentation including, the General and Special Terms and Conditions of Contract, the Tender Response document, these Instructions to Tender, together with the formal written acceptance by the Council will form a binding agreement between the Contractor and the Council.

15.3 The Tenderer shall be prepared to commence the provision of the supply and services on the start date of the contract arrangement being **1st April 2017**.

16.0 Payment Terms

Tenderers should particularly note that the principles governing public procurement require that, as far as is reasonably possible, payments for Goods, Works or Services are made after the provision. Therefore any indication of a pricing strategy within a Tender which provides for substantial payments at the outset of the Contract will be examined carefully to decide whether or not a Tender in such form can be accepted. If in the opinion of the Council such substantial payments appear excessive in relation to the requirements of the Contract the Council reserves, without prejudice to any other right to reject any Tender it may have, the right to require the Tenderer to spread such proportion of the costs as are considered excessive over the duration of the Contract.

17.0 Liability of Council

17.1 The Council does not bind himself to accept the lowest or any tender.

17.2 The Council does not accept any responsibility for any pre-tender representations made by or on its behalf or for any other assumptions that Tenderers may have drawn or will draw from any pre-tender discussions.

17.3 The Council shall not be liable to pay for any preparatory work or other work undertaken by the Tenderer for the purposes of, in connection with or incidental to this Invitation to Tender, or submission of its Tender response or any other communication between the Council and any other party as a consequence of the issue of this Invitation to Tender.

17.4 The Council shall not be liable for any costs or expenses incurred by any Tenderer in connection with the preparation of a Tender return for this procurement exercise, its participation in this procurement whether this procurement is completed, abandoned or suspended.

17.5 Whilst the Tender Documents have been prepared in good faith, they do not purport to be comprehensive nor to have been formally verified. Neither the Council nor any of its staff, agents, elected Members, or advisers accepts any

liability or responsibility for the adequacy, accuracy or completeness of any information given, nor do they make any representation or given any warranty, express or implied, with respect to the Tender Documents or any matter on which either of these is based (including, without limitation, any financial details contained within the Specification and Contract Documentation). Any liability is hereby expressly disclaimed save in the event of fraud, or in the event of specific warranties provided within the Contract Documentation.

18.0 The Contractor agrees that where requested in writing during the term of any Agreement for the supply Goods Works or Services it will ensure that an appropriately authorised representative of the Contractor shall attend a Committee meeting of the Council upon being invited to do so by the Council

19.0 Declaration

We, as acknowledged by the signature of our authorised representative, accept these Instructions to Tender as creating a contract between ourselves and the Council. We hereby acknowledge that any departure from the Instructions to Tender may cause financial loss to the Council.

Signed (1) Status.....

Signed (2) Status.....

(For and on behalf of)

Date

SHROPSHIRE COUNCIL – TENDER NO RMCB 024- BOILER/BURNER PLANT BIOMASS & MISCELLANEOUS GAS EQUIPMENT SERVICING SCHEDULE

In order to maintain the Boiler/Burner Plant & Miscellaneous Gas Equipment in its optimum condition, the Client should ensure that maintenance of the system is undertaken by an approved contractor.

Item No	Item	Action	Notes	Comments
1	General	<p>All gas related work shall be undertaken in accordance with the statutory provisions of The Gas Safety (Installation & use) Regulations 1998.</p> <p>The service work shall be carried out according to the provisions of the relevant ACOP, British Standards and industry guidance.</p> <p>The Service Programme shall comprise the following: -</p> <p style="padding-left: 40px;">Two service visits to each scheduled property, with a minimum period of 5 months between each service, together with complete equipment checks and cleans.</p> <p style="padding-left: 40px;">One overhaul visit, together with a complete equipment check, boiler flue-way and combustion chamber clean. This shall be known as the Summer Service. It shall be carried out during the period 1st April to 30th September to a programme agreed in advance with the Client.</p> <p style="padding-left: 40px;">One inspection and service visit together with an equipment check. This shall be known as the Winter Service. It shall be carried out when equipment and plant is in use, during the period 1st October to 31st March, to a programme agreed in advance with the Client.</p> <p>Frequency of biomass boilers to go along the</p>		

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		same lines as the above service Summer Service and Winter Service can increase on the client's choice.		
2	Oil & gas fired boiler/burners and back boilers including associated equipment and miscellaneous gas equipment	1. Strip down burner so that all parts can be examined & cleaned, with washers, gaskets and any worn or broken parts replaced. Reassemble boiler/burner.		
		2. Clean all combustion spaces including boiler, flue ways and transition pieces, removing by mechanical means all hard scale deposits, sulphur, soot and any other deposits. Remove all waste materials from site.		
		3. Remake loose or damaged flue pipe joints and/or damaged or worn boiler door joints.		
		4. Check operation of all emergency gas and oil safety cut offs.		
		5. Check fuel lines for leaks and repair as necessary. A tightness test shall be carried out following repairs to gas pipework.		
		6. Check oil tanks, tank gauges & Watchman fill gauges for operation and leaks. Clean contents vision tube where fitted.		
		7. Inspect all thermostats, gauges and automatic air vents within the boiler house.		
		8. Check system performance and plant functions at high and low levels to ensure control integration is		

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		being obtained.		
		9. Inspect condition of insulation material within the boiler house and report any defective insulation. If insulation is damaged and thought to contain asbestos, then proceed in accordance with 'Control of asbestos regulations 2006' and notify the Client.		
		10. Run up to temperature burner/boiler on service and carry out complete combustion test using equipment approved by the Client but owned by the Contractor. Adjust the equipment to operate at maximum efficiency.		
		11. Check for correct operation of all boiler control and limit thermostats and flame failure devices and report if defective.		
		12. Check flue stabiliser for correct operation and reset if necessary.		
		13. Leave plant in a clean and tidy condition and report on service sheet any defects not rectified during the service visit.		
		14. In the case of equipment listed in Equipment Schedule No. 2, i.e. Miscellaneous Gas Equipment, it will be sufficient to carry out a full service according to the equipment manufacturer's recommended service instructions, whilst incorporating as many of the tasks listed above as is practically possible.		
		15. Leave plant in a clean and tidy condition and report on service sheet any defects not rectified during the service visit.		
		16. In the case of equipment listed in Equipment Schedule No. 2, i.e. Miscellaneous Gas Equipment, it will be sufficient to carry out a full service according to the equipment		

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		manufacturer's recommended service instructions, whilst incorporating as many of the tasks listed above as is practically possible.		
3	<p>Winter service Period 1st October to 31st march</p> <p>Oil & gas fired boiler/burners including associated equipment and miscellaneous gas equipment, excluding back boilers</p>	<p>1. Generally inspect boiler/burner and all accessible parts, clean nozzles, filters etc.</p>		
		<p>2. Check operation of all emergency gas and oil safety cut offs.</p>		
		<p>3. Check fuel lines for leaks and repair as necessary. A tightness test shall be carried out following repairs to gas pipework.</p>		
		<p>4. Inspect all thermostats, gauges and automatic air vents within the boiler house.</p>		
		<p>5. Inspect condition of insulation material within the boiler house and report any defective insulation. If insulation is damaged and thought to contain asbestos, then proceed in accordance with 'Control of asbestos regulations 2006' and notify the Client.</p>		
		<p>6. Carry out complete combustion test using equipment approved by the Client but owned by the Contractor. Adjust the equipment to operate at maximum efficiency.</p>		
4.	Biomass Service	<p>1. Refectory Linings-Check condition</p>		
		<p>2. Boiler Flue way and Chamber-re-seal check for air leaks and seal as necessary</p>		

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		3. Boiler –Reconnect test fire carry out adjust primary and secondary tertiary combustion checks. Test refit casing and thoroughly clean down.		
		4. Inspect, check for broken parts and clean conveyors, feeders, etc.		
		5. Clean off any clinker, report to client if any repairs are required.		
		6. Ash Removal-Inspect for wear and where operation automatic reset controls.		
		7. Automatic Ignition-Clean and Check Operation and reset. Refer to code of practice BS 5839.		
		8. General –Check all fuel supply valves for free operation.		
		9. Combustion Check-Start up system and carry out tests.		
		10. Thermostats, pressure sensors, altitude gauges and thermostats		
		11. Check for correct operation and settings.		



Tender Response Document

RMCB 024 - MAINTENANCE OF BOILER/BURNER PLANT & MISCELLANEOUS GAS EQUIPMENT

Name of TENDERING
ORGANISATION
(please insert)

George Birchall Service Ltd

Shropshire Council Tender Response Document

Contract Description/Specification:

The objective of the contract is for the Contractor to provide a twice yearly inspection and maintenance of oil, gas fired and biomass boilers/burners, together with listed ancillary equipment and other miscellaneous oil and gas fired equipment installed on Council controlled premises, to ensure that they are maintained in a safe condition so as to prevent risk of injury to any person or damage to any property. The Contractor shall also provide an emergency breakdown repair service and issue 'Landlords Certificates' where appropriate.

It shall further comprise of a 24 hour 365 days per year emergency breakdown repair service for Boiler/ Miscellaneous Gas Equipment.

There are approximately 243 properties on the boiler maintenance contract and 47 properties on the miscellaneous gas equipment maintenance contract. It is a mandatory requirement that the successful contractor holds CHAS, GAS SAFE and OfTEC as stated in the tender documents. The maintenance contract consists of two visits per year the summer visit to be carried out 1st April to 30th September and the winter visit 1st October to 31st March each year.

The fixed priced contract will be for a period of up to 4 years commencing on 1st April 2017.

Instructions for the completion of this document

1. This document must be completed in its entirety with responses being given to all questions. If you are unsure of any section/question and require further clarification, please contact us via our Delta Tenderbox. You are recommended to keep a copy of all tender documents and supporting documents for your own records.
2. Tenderers must also complete and sign the four certificates in Sections A1 to A4. These must be signed;
 - a) Where the tenderer is an individual, by that individual;
 - b) Where the tenderer is a partnership, by two duly authorised partners;
 - c) Where the tenderer is a company, by two directors or by a director and the secretary of the company, such persons being duly authorised for the purpose.
3. All questions require specific responses from you relating to the organisation named in Section B Question 1.1. All information supplied must be accurate and up to date. The Council reserves the right to refuse to consider your application if the Tender Response Document is not fully completed or is found to be inaccurate.
4. Where copies of certificates and other details are requested **a copy must** accompany the electronic copy of your Tender Response Document.

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Award Criteria

Tenderers will be evaluated on the answers they provide in the ‘Tender Response Document’. The following award criteria is made up of ‘pass/fail’ (selection) questions and ‘weighted marked’ (award) questions and shows how each section is to be marked.

Selection Criteria Pass/Fail Questions (Sections B to E)

This information will be provided for proof of compliance and will be judged on a pass or fail basis. Applicants must comply with these issues to demonstrate their proven competence, financial stability, resources and other arrangements. Questions marked ‘For information only’ will not be assessed; however they must still be answered in full.

Section / Question No.	Selection Criteria
Section B	Supplier Information– For information only
Section C	Grounds for <u>Mandatory</u> Exclusion
Section D	Grounds for Discretionary Exclusion
Section E	Pass/ Fail Technical and Professional ability

In relation to discretionary exclusion grounds (section D &E):-

Financial viability: Responses will be analysed and evaluated by the Authority’s Audit sections and will include checks via an independent agency (currently Equifax).

If the financial analysis of the Applicant (please note financial information provided by consortium members will be evaluated to assess the Applicant consortium as a whole) gives cause for concern as to its ability to deliver the Contract, the Applicant will fail this section.

If the financial analysis of the Applicant does not give any cause for concern as to its ability to deliver the Contract – it shall be deemed to have passed the section.

Please note the Contracting Authority reserves the right to further check the Financial Stability and Capacity of an applicant prior to any award of contract in the manner set out above in order to ensure that they still pass that requirement.

For other Discretionary exclusion grounds: If in the opinion of the Contracting Authority the responses provided casts serious doubt on the Tenderer's ability to perform this contract, they may be excluded.

Award Criteria – Weighted Marked Questions

Tenders will be evaluated on the answers provided in this Tender Response Document and judged against the criteria shown in the table below. The following award criteria is made up of 'Quality' and 'Price' and shows how each criteria is to be weighted against each other.

Section / Question No.	Award Criteria	Weighting / Max Marks Available
Price 40% (400 marks)		
Section F / Q 1	Price	40 / 400 max marks
Total for price		40 / 400 max marks
Quality 60% (600 marks)		
Section F Q 2.1	Methodology for undertaking the contract	20 / 200 max marks
Section F Q 2.2	Skills and Experience of staff to be used on the contract	5 / 50 max marks
Section F Q 2.3	Risk Assessments and Method Statements	5 / 50 Max Marks
Section F Q 2.4	Landlord Certificate	5 / 50 Max Marks
Section F Q 2.5	Sample Card	5 / 50 Max Marks
Section F Q 2.6	Biomass Competency	5 / 50 Max Marks
Section F Q 2.7	Methodology for specific item	15 / 150 Max Marks
Total for quality		60 / 600 max marks

Quality Questions/ Scoring Scheme

Questions within the quality sections shown above will be scored using the following scoring scheme. Each answer from the questions identified below will be given a mark between 0 and 10 with the following meanings:

Assessment	Mark	Interpretation
Excellent	10	<i>Exceeds the requirement. Exceptional demonstration by the Tenderer of how they will meet this requirement by their allocation of skills and understanding, resources and quality measures. Response identifies factors that demonstrate added value, with evidence to support the response.</i>
	9	
Good	8	<i>Satisfies the requirement with minor additional benefits Above average demonstration by the Tenderer of how they will meet this requirement by their allocation of skills and understanding, resources and quality measures. Response identifies factors that demonstrate added value, with evidence</i>

		<i>to support the response.</i>
	7	
Acceptable	6	<i>Satisfies the requirement. Demonstration by the Tenderer of how they will meet this requirement by their allocation of skills and understanding, resources and quality measures, with evidence to support the response.</i>
	5	
Minor Reservations	4	<i>Satisfies the requirement with minor reservations Some minor reservations regarding how the Tenderer will meet this requirement by their allocation of skills and understanding, resources and quality measures, with limited evidence to support the response.</i>
	3	
Serious Reservations	2	<i>Satisfies the requirement with major reservations. Considerable reservations regarding how the Tenderer will meet this requirement by their allocation of skills and understanding, resources and quality measures, with little or no evidence to support the response.</i>
	1	
Unacceptable	0	<i>Does not meet the requirement Does not comply and/or insufficient information provided to demonstrate how the Tenderer will meet this requirement by their allocation of skills and understanding, resources and quality measures, with little or no evidence to support the response.</i>

The use of odd numbers indicates an answer's allocated mark lies between definitions.

The tender receiving the highest initial mark for Quality Criteria overall will receive the full 600 marks available for Quality. Other tenders will receive a mark that reflects the % difference in the initial marks between those tenders and the tender receiving the highest initial mark for Quality overall.

Price Evaluation and scoring

The most competitively priced tender will receive the maximum mark for price being **400. Less competitive tenders** will receive a % of the maximum mark that represents the difference in cost between that tender and the most competitively priced tender.

The annual contract price will be evaluated using the rates tendered in Section F Pricing Schedule.

The cost will be calculated as below:

The planned maintenance cost will be calculated using:

608 boiler summer services

608 boiler winter services
10 back boiler services
110 convector heater summer services
110 convector heater winter services
2 direct fired water heaters summer services
2 direct fired water heaters winter services
17 gas fire summer services
17 gas fire winter services
45 radiant tube heater summer services
45 radiant tube heater winter services
10 warm air unit summer services
10 warm air unit winter services

The reactive maintenance costs will be calculated as below:

500 normal hours 4 hour callouts per year to Shrewsbury
50 out of hours 4 hour callouts per year to Shrewsbury
£10,000 - parts

Section A:
1. Form of Tender

Form of Tender

Shropshire Council

Tender for Maintenance of Boiler/Burner Plant and Miscellaneous Gas Equipment

We confirm that this, our tender, represents an offer to Shropshire Council that if accepted in whole, or in part, will create a binding contract for the maintenance of Boiler/Burner Plant and Miscellaneous Gas Equipment at the prices and terms agreed and subject to the terms of the invitation to tender documentation and the General Terms and Conditions, copies of which we have received.

Signed Name: XXXXXXXXXX

Date: 18th October 2016.....

Designation: Director.....

Company: George Birchall Service Ltd.....

Address: Environment House, Turner Crescent, Loomer Road,
Newcastle, Staffordshire.....

.....Post Code: ST5 7JZ.....

Tel No: 01782 56688 Fax No 01782 562176.....

E-mail address: XXXXXXXXXX.....

Web address: www.birchall.co.uk.....

Section A:
2. Non – Canvassing Certificate

Non-Canvassing Certificate

To: Shropshire Council (hereinafter called “the Council”)

I/We hereby certify that I/We have not canvassed or solicited any member officer or employee of the Council in connection with the award of this Tender of any other Tender or proposed Tender for the Services and that no person employed by me/us or acting on my/our behalf has done any such act.

I/We further hereby undertake that I/We will not in the future canvass or solicit any member officer or employee of the Council in connection with the award of this Tender or any other Tender or proposed Tender for the Services and that no person employed by me/us or acting on my/our behalf will do any such act.

Signed (1) Status: [REDACTED] Director

Signed (2) Status: [REDACTED] Director

(For and on behalf of George Birchall Service Ltd)

Date: 18th October 2016.....

Non-collusive Tendering Certificate

To: Shropshire Council (hereinafter called “the Council”)

The essence of selective tendering is that the Council shall receive bona fide competitive Tenders from all persons tendering. In recognition of this principle:

I/We certify that this is a bona fide Tender, intended to be competitive and that I/We have not fixed or adjusted the amount of the Tender or the rates and prices quoted by or under or in accordance with any agreement or arrangement with any other person.

I/We also certify that I/We have not done and undertake that I/We will not do at any time any of the following acts:-

- (a) communicating to a person other than the Council the amount or approximate amount of my/our proposed Tender (other than in confidence in order to obtain quotations necessary for the preparation of the Tender for insurance); or
- (b) entering 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; or
- (c) offering or agreeing to pay or give or paying any sum of money, inducement or valuable 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 Services any act or omission.

Signed (1) Status: (██████████) Director

Signed (2) Status: (██████████) Director

(For and on behalf of George Birchall Service Ltd)

Date 18th October 2016.....

Section A:
4. Declaration of Connection with Officers or Elected Members of the Council

Are you or any of your staff who will be affected by this invitation to tender related or connected in any way with any Shropshire Council Elected Councillor or Employee?

No

If yes, please give details:

Name	Relationship

Please note:

This information is collected to enable the Council to ensure that tenders are assessed without favouritism. Whether or not you have a connection with elected members or employees will have no bearing on the success of your tender, but your tender will not be considered unless this declaration has been completed.

Signed (1)	Status () Director
Signed (2)	Status () Director
(For and on behalf of George Birchall Service Ltd.....)	
Date 18 th October 2016.....	

SECTION B

1. Supplier Information

1.1 Supplier details	Answer	
Full name of the Supplier completing the Tender	George Birchall Service Limited	
Registered company address	Environment House, Turner Crescent, Loomer Road, Newcastle-under-Lyme, Staffordshire. ST5 7JZ	
Registered company number	2465117	
Registered charity number		
Registered VAT number	536 8471 18	
Name of immediate parent company		
Name of ultimate parent company	George Birchall Group Management Limited	
Please mark 'X' in the relevant box to indicate your trading status	i) a public limited company	<input type="checkbox"/> Yes
	ii) a limited company	<input checked="" type="checkbox"/> Yes
	iii) a limited liability partnership	<input type="checkbox"/> Yes
	iv) other partnership	<input type="checkbox"/> Yes
	v) sole trader	<input type="checkbox"/> Yes
	vi) other (please specify)	<input type="checkbox"/> Yes
Please mark 'X' in the relevant boxes to indicate whether any of the following classifications apply to you	i) Voluntary, Community and Social Enterprise (VCSE)	<input type="checkbox"/> Yes
	ii) Small or Medium Enterprise (SME) ¹	<input checked="" type="checkbox"/> Yes
	iii) Sheltered workshop	<input type="checkbox"/> Yes
	iv) Public service mutual	<input type="checkbox"/> Yes

¹ See EU definition of SME: <http://ec.europa.eu/enterprise/policies/sme/facts-figures-analysis/sme-definition/>

1.2 Bidding model	
Please mark 'X' in the relevant box to indicate whether you are;	
a) Bidding as a Prime Contractor and will deliver 100% of the key contract deliverables yourself	<input checked="" type="checkbox"/> Yes
b) Bidding as a Prime Contractor and will use third parties to deliver <u>some</u> of the services If yes, please provide details of your proposed bidding model that includes members of the supply chain, the percentage of work being delivered by each sub-contractor and the key contract deliverables each sub-contractor will be responsible for.	<input type="checkbox"/> Yes
c) Bidding as Prime Contractor but will operate as a Managing Agent and will use third parties to deliver <u>all</u> of the services If yes, please provide details of your proposed bidding model that includes members of the supply chain, the percentage of work being delivered by each sub-contractor and the key contract deliverables each sub-contractor will be responsible for.	<input type="checkbox"/> Yes
d) Bidding as a consortium but not proposing to create a new legal entity. If yes, please include details of your consortium in the next column and use a separate Appendix to explain the alternative arrangements i.e. why a new legal entity is not being created. Please note that the Authority may require the consortium to assume a specific legal form if awarded the contract, to the extent that it is necessary for the satisfactory performance of the contract.	<input type="checkbox"/> Yes <u>Consortium members</u> <u>Lead member</u>
e) Bidding as a consortium and intend to create a Special Purpose Vehicle (SPV). If yes, please include details of your consortium, current lead member and intended SPV in the next column and provide full details of the bidding model using a separate Appendix.	<input type="checkbox"/> Yes <u>Consortium members</u> <u>Current lead member</u> <u>Name of Special Purpose Vehicle</u>

1.3 Contact details	
Supplier contact details for enquiries about this tender	
Name	██████████
Postal address	Environment House. Turner Crescent, Loomer Road, Newcastle, Staffs
Country	United Kingdom
Phone	01782 566885
Mobile	07960163288
E-mail	████████████████████

1.4 Licensing and registration (please mark 'X' in the relevant box)		
1.4.1	<p>Registration with a professional body</p> <p>If applicable, is your business registered with the appropriate trade or professional register(s) in the EU member state where it is established (as set out in Annex XI of directive 2014/24/EU) under the conditions laid down by that member state).</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, please provide the registration number in this box.</p> <p>Gas Safe registration No 512845</p>
1.4.2	<p>Is it a legal requirement in the state where you are established for you to be licensed or a member of a relevant organisation in order to provide the requirement in this procurement?</p>	<p><input checked="" type="checkbox"/> Yes As Above <input type="checkbox"/> No</p> <p>If Yes, please provide additional details within this box of what is required and confirmation that you have complied with this.</p>

SECTION C

2. – Grounds for Mandatory Exclusion

You will be excluded from the procurement process if there is evidence of convictions relating to specific criminal offences including, but not limited to, bribery, corruption, conspiracy, terrorism, fraud and money laundering, or if you have been the subject of a binding legal decision which found a breach of legal obligations to pay tax or social security obligations (except where this is disproportionate e.g. only minor amounts involved).

If you have answered “yes” to question 2.2 on the non-payment of taxes or social security contributions, and have not paid or entered into a binding arrangement to pay the full amount, you may still avoid exclusion if only minor tax or social security contributions are unpaid or if you have not yet had time to fulfil your obligations since learning of the exact amount due. If your organisation is in that position please provide details using a separate Appendix. You may contact the authority for advice before completing this form.

2.1 Within the past five years, has your organisation (or any member of your proposed consortium, if applicable), Directors or partner or any other person who has powers of representation, decision or control been convicted of any of the following offences?	Please indicate your answer by marking ‘X’ in the relevant box.	
	Yes	No
(a) conspiracy within the meaning of section 1 or 1A of the Criminal Law Act 1977 or article 9 or 9A of the Criminal Attempts and Conspiracy (Northern Ireland) Order 1983 where that conspiracy relates to participation in a criminal organisation as defined in Article 2 of Council Framework Decision 2008/841/JHA on the fight against organised crime;		X
(b) corruption within the meaning of section 1(2) of the Public Bodies Corrupt Practices Act 1889 or section 1 of the Prevention of Corruption Act 1906;		X
(c) the common law offence of bribery;		X
(d) bribery within the meaning of sections 1, 2 or 6 of the Bribery Act 2010; or section 113 of the Representation of the People Act 1983;		X
(e) any of the following offences, where the offence relates to fraud affecting the European Communities’ financial interests as defined by Article 1 of the Convention on the protection of the financial interests of the European Communities:		X
(i) the offence of cheating the Revenue;		X
(ii) the offence of conspiracy to defraud;		X
(iii) fraud or theft within the meaning of the Theft Act 1968, the Theft Act (Northern Ireland) 1969, the Theft Act 1978 or the Theft (Northern Ireland) Order 1978;		X

(iv) fraudulent trading within the meaning of section 458 of the Companies Act 1985, article 451 of the Companies (Northern Ireland) Order 1986 or section 993 of the Companies Act 2006;		X
(v) fraudulent evasion within the meaning of section 170 of the Customs and Excise Management Act 1979 or section 72 of the Value Added Tax Act 1994;		X
(vi) an offence in connection with taxation in the European Union within the meaning of section 71 of the Criminal Justice Act 1993;		X
(vii) destroying, defacing or concealing of documents or procuring the execution of a valuable security within the meaning of section 20 of the Theft Act 1968 or section 19 of the Theft Act (Northern Ireland) 1969;		X
(viii) fraud within the meaning of section 2, 3 or 4 of the Fraud Act 2006; or		X
(ix) the possession of articles for use in frauds within the meaning of section 6 of the Fraud Act 2006, or the making, adapting, supplying or offering to supply articles for use in frauds within the meaning of section 7 of that Act;		X
(f) any offence listed—		
(i) in section 41 of the Counter Terrorism Act 2008; or		X
(ii) in Schedule 2 to that Act where the court has determined that there is a terrorist connection;		X
(g) any offence under sections 44 to 46 of the Serious Crime Act 2007 which relates to an offence covered by subparagraph (f);		X
(h) money laundering within the meaning of sections 340(11) and 415 of the Proceeds of Crime Act 2002;		X
(i) an offence in connection with the proceeds of criminal conduct within the meaning of section 93A, 93B or 93C of the Criminal Justice Act 1988 or article 45, 46 or 47 of the Proceeds of Crime (Northern Ireland) Order 1996;		X
(j) an offence under section 4 of the Asylum and Immigration (Treatment of Claimants etc.) Act 2004;		X
(k) an offence under section 59A of the Sexual Offences Act 2003;		X
(l) an offence under section 71 of the Coroners and Justice		X

Act 2009		
(m) an offence in connection with the proceeds of drug trafficking within the meaning of section 49, 50 or 51 of the Drug Trafficking Act 1994; or		X
(n) any other offence within the meaning of Article 57(1) of the Public Contracts Directive—		X
(i) as defined by the law of any jurisdiction outside England and Wales and Northern Ireland; or		X
(ii) created, after the day on which these Regulations were made, in the law of England and Wales or Northern Ireland.		X
<p><u>Non-payment of taxes</u></p> <p>2.2 Has it been established by a judicial or administrative decision having final and binding effect in accordance with the legal provisions of any part of the United Kingdom or the legal provisions of the country in which your organisation is established (if outside the UK), that your organisation is in breach of obligations related to the payment of tax or social security contributions?</p> <p>If you have answered Yes to this question, please use a separate Appendix to provide further details. Please also use this Appendix to confirm whether you have paid, or have entered into a binding arrangement with a view to paying, including, where applicable, any accrued interest and/or fines?</p>		X

SECTION D

3. Grounds for discretionary exclusion - Part 1

The authority may exclude any Supplier who answers 'Yes' in any of the following situations set out in paragraphs (a) to (i);

3.1 Within the past three years, please indicate if any of the following situations have applied, or currently apply, to your organisation.	Please indicate your answer by marking 'X' in the relevant box.	
	Yes	No
(a) your organisation has violated applicable obligations referred to in regulation 56 (2) of the Public Contract Regulations 2015 in the fields of environmental, social and labour law established by EU law, national law, collective agreements or by the international environmental, social and labour law provisions listed in Annex X to the Public Contracts Directive as amended from time to time;		X
(b) your organisation is bankrupt or is the subject of insolvency or winding-up proceedings, where your assets are being administered by a liquidator or by the court, where it is in an arrangement with creditors, where its business activities are suspended or it is in any analogous situation arising from a similar procedure under the laws and regulations of any State;		X
(c) your organisation is guilty of grave professional misconduct, which renders its integrity questionable;		X
(d) your organisation has entered into agreements with other economic operators aimed at distorting competition;		X
(e) your organisation has a conflict of interest within the meaning of regulation 24 of the Public Contract Regulations 2015 that cannot be effectively remedied by other, less intrusive, measures;		X
(f) the prior involvement of your organisation in the preparation of the procurement procedure has resulted in a distortion of competition, as referred to in regulation 41, that cannot be remedied by other, less intrusive, measures;		X
(g) your organisation has shown significant or persistent deficiencies in the performance of a substantive requirement under a prior public contract, a prior contract with a contracting entity, or a prior concession contract, which led to early termination of that prior contract, damages or other comparable sanctions;		X
(h) your organisation— (i) has been guilty of serious misrepresentation in supplying the information required for the verification of the absence of grounds for exclusion or the fulfilment of the selection criteria; or (ii) has withheld such information or is not able to submit supporting documents required under regulation 59 of the Public		X

Contract Regulations 2015; or		
(i) your organisation has undertaken to		
(aa) unduly influence the decision-making process of the contracting authority, or		X
(bb) obtain confidential information that may confer upon your organisation undue advantages in the procurement procedure; or		X
(j) your organisation has negligently provided misleading information that may have a material influence on decisions concerning exclusion, selection or award.		X

Conflicts of interest

In accordance with question 3.1 (e), the authority may exclude the Supplier if there is a conflict of interest which cannot be effectively remedied. The concept of a conflict of interest includes any situation where relevant staff members have, directly or indirectly, a financial, economic or other personal interest which might be perceived to compromise their impartiality and independence in the context of the procurement procedure.

Where there is any indication that a conflict of interest exists or may arise then it is the responsibility of the Supplier to inform the authority, detailing the conflict in a separate Appendix. Provided that it has been carried out in a transparent manner, routine pre-market engagement carried out by the Authority should not represent a conflict of interest for the Supplier.

Taking Account of Bidders' Past Performance

In accordance with question (g), the authority may assess the past performance of a Supplier (through a Certificate of Performance provided by a Customer or other means of evidence). The authority may take into account any failure to discharge obligations under the previous principal relevant contracts of the Supplier completing this PQQ. The Authority may also assess whether specified minimum standards for reliability for such contracts are met.

In addition, the authority may re-assess reliability based on past performance at key stages in the procurement process (i.e. supplier selection, tender evaluation, contract award stage etc.). Suppliers may also be asked to update the evidence they provide in this section to reflect more recent performance on new or existing contracts (or to confirm that nothing has changed).

'Self-cleaning'

Any Supplier that answers 'Yes' to questions 2.1, 2.2 and 3.1 should provide sufficient evidence, in a separate Appendix, that provides a summary of the circumstances and any remedial action that has taken place subsequently and effectively "self cleans" the situation referred to in that question. The supplier has to demonstrate it has taken such remedial action, to the satisfaction of the authority in each case.

If such evidence is considered by the authority (whose decision will be final) as sufficient, the economic operator concerned shall be allowed to continue in the procurement process.

In order for the evidence referred to above to be sufficient, the Supplier shall, as a minimum, prove that it has;

- paid or undertaken to pay compensation in respect of any damage caused by the criminal offence or misconduct;

- clarified the facts and circumstances in a comprehensive manner by actively collaborating with the investigating authorities; and
- taken concrete technical, organisational and personnel measures that are appropriate to prevent further criminal offences or misconduct.

The measures taken by the Supplier shall be evaluated taking into account the gravity and particular circumstances of the criminal offence or misconduct. Where the measures are considered by the Authority to be insufficient, the Supplier shall be given a statement of the reasons for that decision.

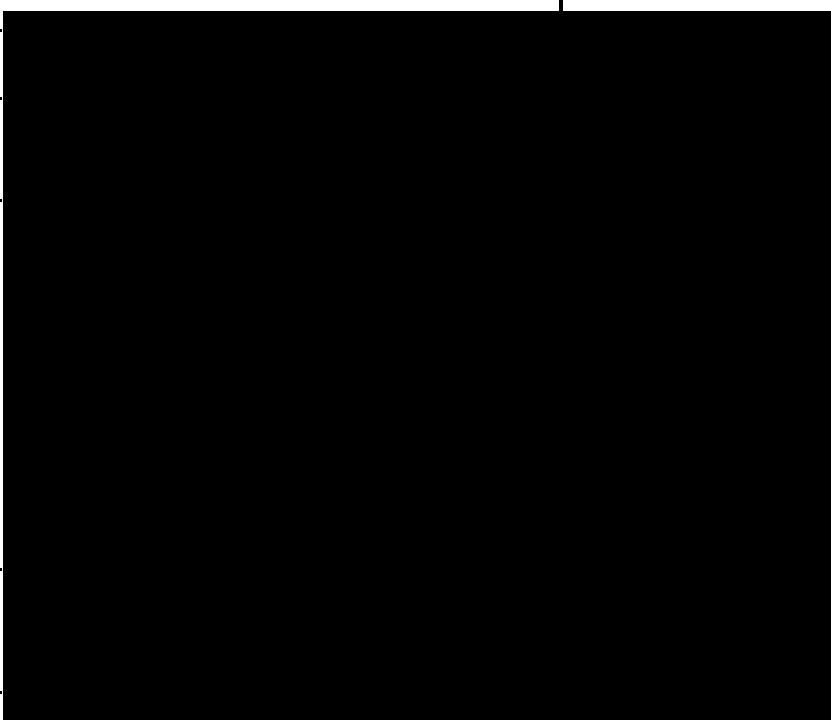
4. ECONOMIC AND FINANCIAL STANDING

FINANCIAL INFORMATION									
4.1	<p>Please provide one of the following to demonstrate your economic/financial standing; Please indicate your answer with an 'X' in the relevant box.</p> <table border="1"> <tr> <td>(a) A copy of the audited accounts for the most recent two years</td> <td style="text-align: center;">X</td> </tr> <tr> <td>(b) A statement of the turnover, profit & loss account, current liabilities and assets, and cash flow for the most recent year of trading for this organisation</td> <td></td> </tr> <tr> <td>(c) A statement of the cash flow forecast for the current year and a bank letter outlining the current cash and credit position</td> <td></td> </tr> <tr> <td colspan="2">(d) Alternative means of demonstrating financial status if any of the above are not available (e.g. Forecast of turnover for the current year and a statement of funding provided by the owners and/or the bank, charity accruals accounts or an alternative means of demonstrating financial status).</td> </tr> </table>	(a) A copy of the audited accounts for the most recent two years	X	(b) A statement of the turnover, profit & loss account, current liabilities and assets, and cash flow for the most recent year of trading for this organisation		(c) A statement of the cash flow forecast for the current year and a bank letter outlining the current cash and credit position		(d) Alternative means of demonstrating financial status if any of the above are not available (e.g. Forecast of turnover for the current year and a statement of funding provided by the owners and/or the bank, charity accruals accounts or an alternative means of demonstrating financial status).	
(a) A copy of the audited accounts for the most recent two years	X								
(b) A statement of the turnover, profit & loss account, current liabilities and assets, and cash flow for the most recent year of trading for this organisation									
(c) A statement of the cash flow forecast for the current year and a bank letter outlining the current cash and credit position									
(d) Alternative means of demonstrating financial status if any of the above are not available (e.g. Forecast of turnover for the current year and a statement of funding provided by the owners and/or the bank, charity accruals accounts or an alternative means of demonstrating financial status).									
4.2	<p>(a) Are you are part of a wider group (e.g. a subsidiary of a holding/parent company)? X Yes</p> <p>If yes, please provide the name below:</p> <table border="1"> <tr> <td>Name of the organisation</td> <td>George Birchall Group Management</td> </tr> <tr> <td>Relationship to the Supplier completing the PQQ</td> <td>Parent Company</td> </tr> </table> <p>X No If yes, please provide Ultimate / parent company accounts if available.</p> <p>X No If yes, would the Ultimate / parent willing to provide a guarantee if necessary?</p> <p>X No If no, would you be able to obtain a guarantee elsewhere (e.g from a bank?)</p>	Name of the organisation	George Birchall Group Management	Relationship to the Supplier completing the PQQ	Parent Company				
Name of the organisation	George Birchall Group Management								
Relationship to the Supplier completing the PQQ	Parent Company								

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5. TECHNICAL AND PROFESSIONAL ABILITY

	Relevant experience and contract examples
	<p>Please provide details of up to <u>three</u> contracts, in any combination from either the public or private sector, that are relevant to the Authority’s requirement. Contracts for services should have been performed during the past <u>three</u> years. VCSEs may include samples of grant funded work.</p> <p>The named customer contact provided should be prepared to provide written evidence to the Authority to confirm the accuracy of the information provided below.</p> <p>Consortia bids should provide relevant examples of where the consortium has delivered similar requirements; if this is not possible (e.g. the consortium is newly formed or a Special Purpose Vehicle will be created for this contract) then three separate examples should be provided between the principal member(s) of the proposed consortium or Special Purpose Vehicle (three examples are not required from each member).</p> <p>Where the Supplier is a Special Purpose Vehicle, or a managing agent not intending to be the main provider of the supplies or services, the information requested should be provided in respect of the principal intended provider(s) or sub-contractor(s) who will deliver the supplies and services.</p>
5.1	Name of customer organisation
5.2	Point of contact in customer organisation Position in the organisation E-mail address
5.3	Contract start date Contract



	completion date Estimated Contract Value	[REDACTED]	[REDACTED]	[REDACTED]
5.4	In no more than 500 words, please provide a brief description of the contract delivered including evidence as to your technical capability in this market.	[REDACTED]	[REDACTED]	[REDACTED]

				[REDACTED]
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5.5 If you cannot provide at least one example for questions 6.1 to 6.4, in no more than 500 words please provide an explanation for this e.g. your organisation is a new start-up.

SECTION E

6 – Project specific questions to assess Technical and Professional Ability

Suppliers who self-certify that they meet the requirements for these additional modules will be required to provide evidence of this if they are successful at contract award stage. Please indicate your answer by marking 'X' in the relevant boxes.

Further project specific questions relating to the technical and professional ability of the supplier.

6.1 - Insurance

1.	<p>Please self-certify whether you already have, or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below:</p> <p>Employer's (Compulsory) Liability Insurance = £5,000,000 Public Liability Insurance = £5,000,000</p> <p>* It is a legal requirement that all companies hold Employer's (Compulsory) Liability Insurance of £5 million as a minimum. Please note this requirement is not applicable to Sole Traders.</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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6.2 – Compliance with equality legislation

For organisations working outside of the UK please refer to equivalent legislation in the country that you are located.		
1.	<p>In the last three years, has any finding of unlawful discrimination been made against your organisation by an Employment Tribunal, an Employment Appeal Tribunal or any other court (or in comparable proceedings in any jurisdiction other than the UK)?</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2.	<p>In the last three years, has your organisation had a complaint upheld following an investigation by the Equality and Human Rights Commission or its predecessors (or a comparable body in any jurisdiction other than the UK), on grounds or alleged unlawful discrimination?</p> <p>If you have answered "yes" to one or both of the questions in this module, please provide, as a separate Appendix, a summary of the nature of the investigation and an explanation of the outcome of the investigation to date.</p> <p>If the investigation upheld the complaint against your organisation, please use the Appendix to explain what action (if any) you have taken to prevent unlawful discrimination from reoccurring. You may be excluded if you are unable to demonstrate to the Authority's satisfaction that appropriate remedial action has been taken to prevent similar unlawful discrimination reoccurring.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3.	<p>If you use sub-contractors, do you have processes in place to check whether any of the above circumstances apply to these other organisations?</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

6.3 – Environmental Management

1.	<p>Has your organisation been convicted of breaching environmental legislation, or had any notice served upon it, in the last three years by any environmental regulator or authority (including local authority)? If your answer to the this question is “Yes”, please provide details in a separate Appendix of the conviction or notice and details of any remedial action or changes you have made as a result of conviction or notices served.</p> <p>The Authority will not select bidder(s) that have been prosecuted or served notice under environmental legislation in the last 3 years, unless the Authority is satisfied that appropriate remedial action has been taken to prevent future occurrences/breaches.</p>	<input type="radio"/> Yes <input checked="" type="radio"/> No
2.	<p>If you use sub-contractors, do you have processes in place to check whether any of these organisations have been convicted or had a notice served upon them for infringement of environmental legislation?</p>	<input checked="" type="radio"/> Yes <input type="radio"/> No

6.4 – Health & Safety

1.	<p>Please self-certify that your organisation has a Health and Safety Policy that complies with current legislative requirements.</p>	<input checked="" type="radio"/> Yes <input type="radio"/> No
2.	<p>Has your organisation or any of its Directors or Executive Officers been in receipt of enforcement/remedial orders in relation to the Health and Safety Executive (or equivalent body) in the last 3 years?</p> <p>If your answer to this question was “Yes”, please provide details in a separate Appendix of any enforcement/remedial orders served and give details of any remedial action or changes to procedures you have made as a result.</p> <p>The Authority will exclude bidder(s) that have been in receipt of enforcement/remedial action orders unless the bidder(s) can demonstrate to the Authority’s satisfaction that appropriate remedial action has been taken to prevent future occurrences or breaches.</p>	<input type="radio"/> Yes <input checked="" type="radio"/> No
3.	<p>If you use sub-contractors, do you have processes in place to check whether any of the above circumstances apply to these other organisations?</p>	<input checked="" type="radio"/> Yes <input type="radio"/> No
4.	<p>Do you currently have CHAS Accreditation, an external health and safety accreditation, (Contractors Health and Safety Assessment Scheme), OR equivalent as mutually recognised under SSIP (Safety Schemes In Procurement). Accepted certificates:- NHBC, EXOR, SAFE Contractor, SMAS Worksafe, Altius VA, Eurosafe UK, BSI OHSAS – 18001, Safe-T-Cert, FSG-Facilities Services Group & CHAS Accreditation</p> <p><u>This is a Mandatory Requirement</u></p> <p>Please tick here if a copy of certificate attached <input checked="" type="checkbox"/></p>	<input checked="" type="radio"/> Yes <input type="radio"/> No

5.	<p>If YES to 4 please supply the following details as well as a copy of any certificates.</p> <p>Accrediting Organisation:</p> <p>Reference No:</p> <p>Date accreditation expires or is to be renewed: 15/03/2017</p> <p>Please tick here if a copy of certificate attached <input checked="" type="checkbox"/></p>											
6.	<p>Are you currently Gas Safe Registered?</p> <p><u>This is a Mandatory Requirement.</u></p>	<p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>										
7.	<p>Are you currently OfTEC Registered?</p> <p><u>This is a Mandatory Requirement.</u></p>	<p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>										
8.	<p>Do you hold NICEIC – National Inspection Council for Electrical Installation Contracting?</p>	<p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>										
9.	<p>If YES to 6, 7 & 8 please supply the following details as well as a copy of any certificates.</p> <p>Organisation: ██████████ ██████████ ██████████</p> <p>Reference No: ██████████ ██████████ ██████████</p> <p>Date membership expires or is to be renewed: ██████████ ██████████ ██████████</p> <p>Please tick here if a copy of certificates attached <input checked="" type="checkbox"/></p>											
10	<p>What percentage of your Company staff who will be employed on this service contract have been through the Enhanced DBS (Disclosure and Barring services) checking process. (Pass/Fail) 100%</p>											
<p>Please state any formal quality assurance systems relevant to this contract, which your company operates i.e. (e.g. relevant ISO equivalent – 9001:2008, 14001:2004) or EU Equivalent. (Pass/Fail)</p> <table border="1" data-bbox="207 1612 1197 1736"> <thead> <tr> <th data-bbox="207 1612 430 1736">Name of Awarding Organisation/ Body</th> <th data-bbox="430 1612 646 1736">Registration Number</th> <th data-bbox="646 1612 829 1736">Name of Quality Assurance System</th> <th data-bbox="829 1612 997 1736">Date Achieved</th> <th data-bbox="997 1612 1197 1736">Date of Expiry/ Renewal</th> </tr> </thead> <tbody> <tr> <td colspan="5" data-bbox="167 1736 1220 1904" style="background-color: black; height: 75px;"></td> </tr> </tbody> </table> <p>Please provide copies of the certificates you have given above or other proof of the qualifications.</p>		Name of Awarding Organisation/ Body	Registration Number	Name of Quality Assurance System	Date Achieved	Date of Expiry/ Renewal						<p><input checked="" type="checkbox"/> Yes</p>
Name of Awarding Organisation/ Body	Registration Number	Name of Quality Assurance System	Date Achieved	Date of Expiry/ Renewal								

		<input type="checkbox"/> No
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6.5 It is a requirement within the terms and conditions for this Contract that where requested in writing during the term of the Agreement that the Contractor will ensure that an appropriately authorised representative of the Contractor shall attend a Committee meeting of the Council upon being invited to do so by the Council. Please confirm your acceptance of this term by ticking the box below.

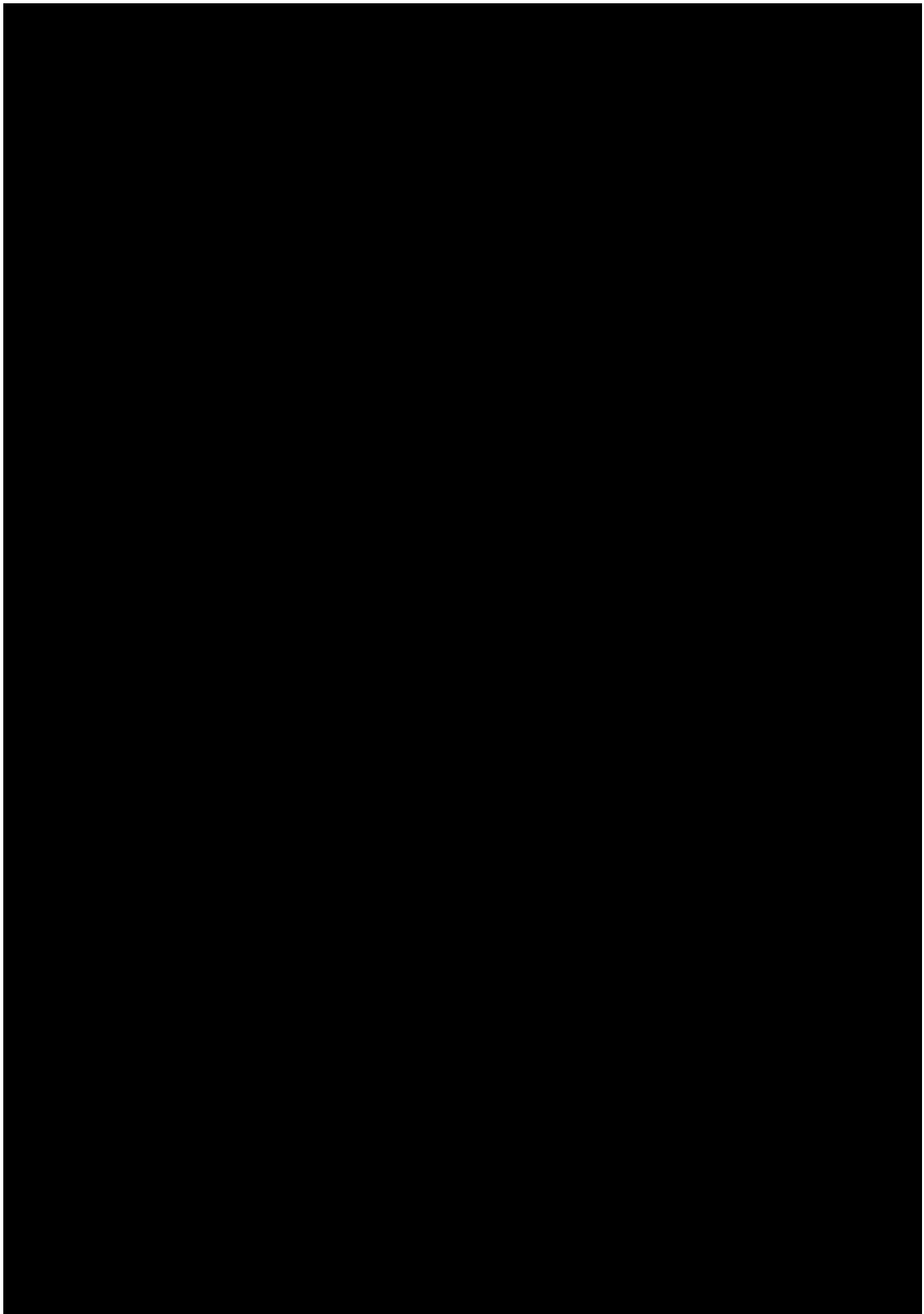


SECTION F – TENDER SCHEDULE

1.	Pricing Schedule – Please complete and return the attached pricing schedule
	<p>The cost will be calculated as below:</p> <div style="background-color: black; width: 100%; height: 300px; margin-top: 10px;"></div>

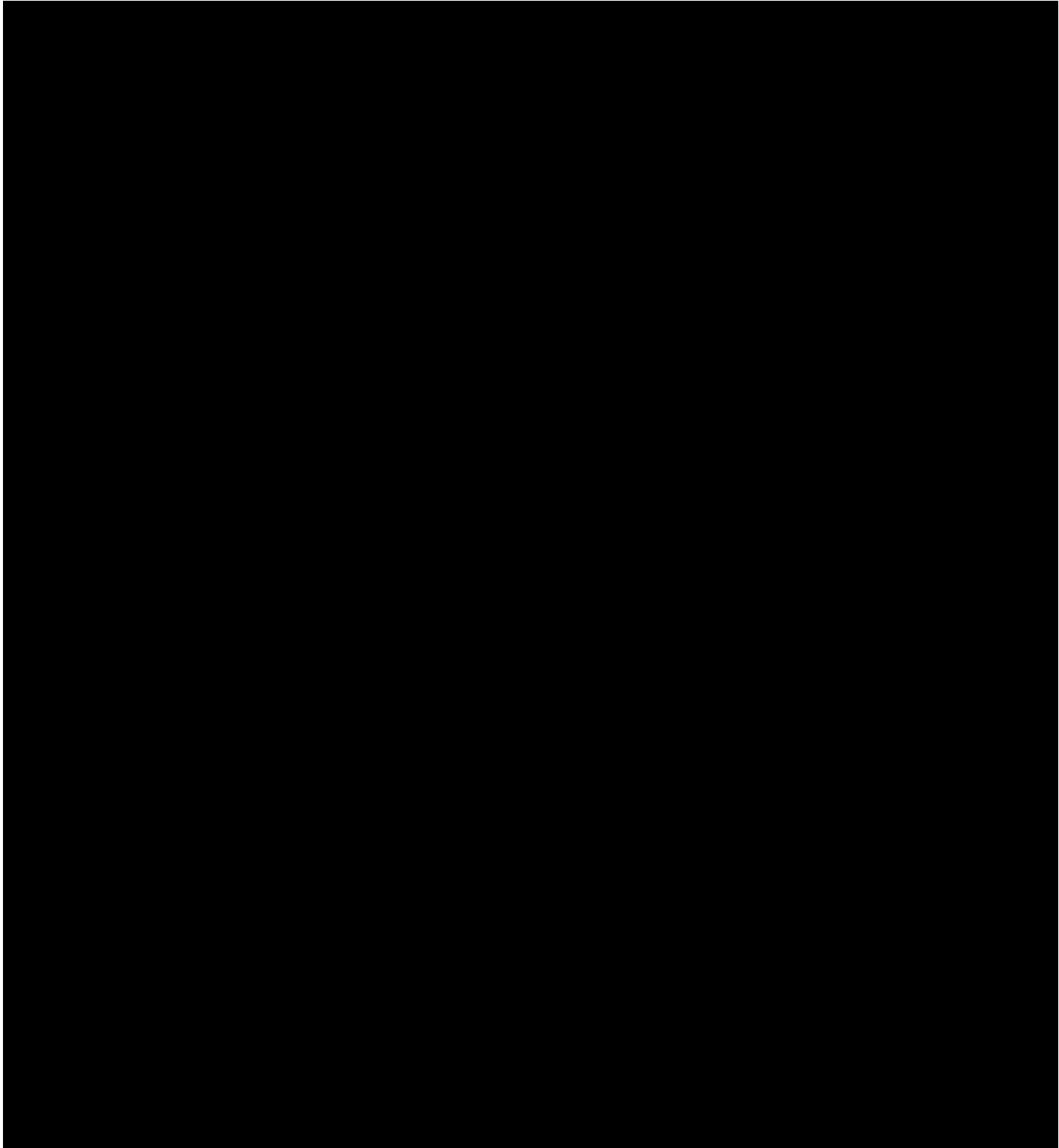
2.	Tender Specification Response - Please respond to all the following questions and create sufficient space for your responses by expanding the table.	
2.1	<p>This contract covers a variety of different boiler types and clients groups. Please confirm that your organisation has the ability to meet this challenge and undertake the required contract on the Council’s behalf. In this context, please confirm how you will organise this contract within your organisation and illustrate your response with details of similar contracts that your organisation has undertaken including any particular difficulties faced and how these were overcome.</p> <div style="background-color: black; width: 100%; height: 100px; margin-top: 10px;"></div>	20 / 200 max marks

	<p>[Redacted text block]</p>	
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	<p>[REDACTED]</p> <ul style="list-style-type: none"> ■ [REDACTED] ■ [REDACTED] ■ [REDACTED] ■ [REDACTED] ■ [REDACTED] ■ [REDACTED] <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	
<p>2.2</p>	<p>Please complete the attached Appendix B – Staff experience forms to confirm the experience details for each of your staff (including any sub-contractors) who would be involved in the contract if you were successful. All relevant staff qualifications to this contract, H&S awareness training, and staff relevant experience and competence in all tasks required.</p>	<p>5 / 50 Max Marks</p>
<p>2.3</p>	<p>Please submit a detailed risk assessment and method statement for each of elements of this contract. N.B. Please refer to section 2.9 of the 'Specification' document for more information.</p>	<p>5 / 50 Max Marks</p>
<p>2.4</p>	<p>In order to show how you will deliver the required services to the Council please provide a sample of the Landlord's Certificate. The use of the standard GAS SAFE reporting (CP15 Plant Commissioning & Servicing Record) form is the preferred format.</p> <p>Sample of Landlord's Certificate enclosed YES</p>	<p>5 / 50 max marks</p>

	<ul style="list-style-type: none">■ [REDACTED]■ [REDACTED]■ [REDACTED]■ [REDACTED]■ [REDACTED]■ [REDACTED]■ [REDACTED]■ [REDACTED]■ [REDACTED]	
2.8	<p>24 Hour a Day 365 Days a Year Cover – <u>This is a mandatory requirement</u></p> <p>Companies interested in being considered for maintenance or day to day repairs must confirm below if they can provide a 24 hour/day, 365 day/year emergency repair service with a maximum response time to attend a site of 2 hours.</p> <p>Please confirm that you agree to provide this cover? YES</p> <p>If yes, please state below how this cover will be resourced and organised. Include names, telephone numbers (mobile and fixed) of all individuals to be used.</p> <div data-bbox="258 1034 1264 2016" style="background-color: black; height: 438px; width: 100%;"></div>	Pass / Fail



2.9	Please confirm that your employees who will be employed on this service contract have completed the Asbestos Awareness Training YES Please enclose evidence for each employee Certificate(s) Enclosed YES	Pass / Fail
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**RMCB 024 - MAINTENANCE OF BOILERS/BURNERS &
MISCELLANEOUS GAS EQUIPMENT PRICING SCHEDULE
SHROPSHIRE COUNCIL MAINTAINED PROPERTIES
DURING PERIOD 1ST APRIL 2017 TO 31ST MARCH 2018**

EQUIPMENT

**CHARGE PER
VISIT (Excl. VAT)**

Boilers/Burners:

Summer Service: -----

Winter Service: -----

Back boilers.: -----

Miscellaneous Gas Equipment:

Convactor Heaters

Summer Service: -----

Winter Service: -----

Direct Fired Water Heater.

Summer Service: -----

Winter Service: -----

Gas Fire.

Summer Service: -----

Winter Service: -----

Radiant Tube Heater.

Summer Service: -----

Winter Service: -----

Warm Air Unit:

Summer Service: -----

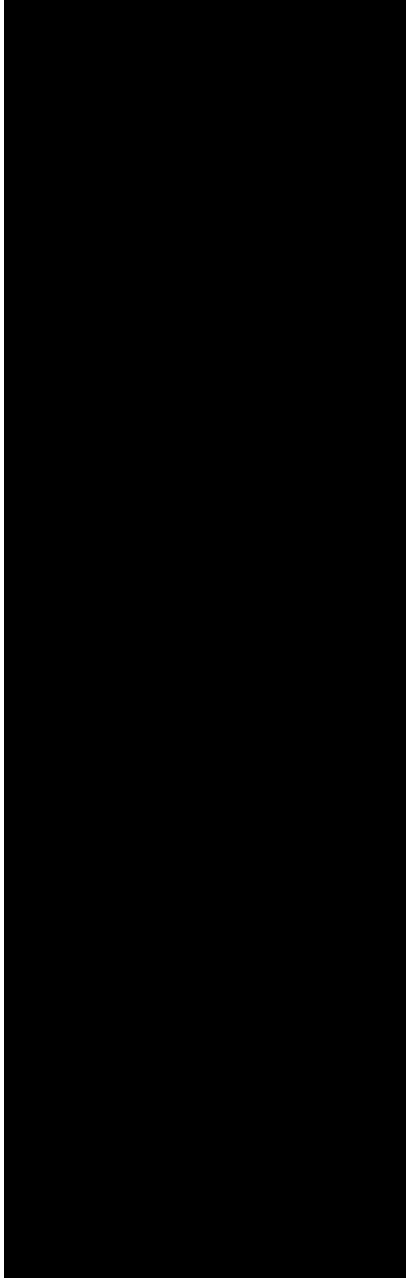
Winter Service: -----

Biomass Service -----

COMPANY NAME: George Birchall Service Ltd

DATE: 18th October 2016

PLEASE RETURN WITH TENDER DOCUMENT



**RMCB 024 - MAINTENANCE OF BOILERS/BURNERS &
MISCELLANEOUS GAS EQUIPMENT PRICING SCHEDULE
SHROPSHIRE COUNCIL MAINTAINED PROPERTIES
DURING PERIOD 1ST APRIL 2017 TO 31ST MARCH 2021**

All Tenderers MUST provide all the following rates will be used for price evaluation as set out on Page 5.

Rates for any reactive maintenance work not included in the specification and schedules. Operative for the period 1st April 2017 to 31st March 2021.

The following costs are to be completed
(Breakdown rates)

Hourly rate during normal working hours - [REDACTED]

On cost + profit - [REDACTED]

Call Out Unit Cost - [REDACTED]

Total Cost- [REDACTED]

Hourly rate outside normal working hours (Mon-Fri) - [REDACTED]

On cost + profit - [REDACTED]

Call Out Unit Cost - [REDACTED]

Total Cost- [REDACTED]

Hourly rate for Saturday working - [REDACTED]

On cost + profit - [REDACTED]

Call Out Unit Cost - [REDACTED]

Total Cost- [REDACTED]

Hourly rate for Sunday working [REDACTED]

On cost + profit [REDACTED]

Call Out Unit Cost - [REDACTED]

Total Cost- [REDACTED]

Hourly rate for Bank Holiday working - [REDACTED]

On cost + profit - [REDACTED]

Call Out Unit Cost - [REDACTED]

Total Cost- [REDACTED]

Please note that the Call Out Unit Costs are to include the first hour on site in addition to traveling time and millage costs

commercial info

Percentage additions on net cost of [REDACTED]
Material to cover profit handling, etc.

Any special conditions applicable to [REDACTED]
Overtime working



personal & commercial info

George Birchall Service Ltd
Environment House
Turner Crescent
Loomer Road
Newcastle
Stafford

Shropshire Council
Shirehall
Abbey Foregate
Shrewsbury
Shropshire SY2 6ND

11th November 2016

Emailed to: [REDACTED]

Dear Bidder

RMCB 024 - MAINTENANCE OF BOILER/BURNER PLANT & MISCELLANEOUS GAS EQUIPMENT

SHROPSHIRE COUNCIL SUBJECT TO CONTRACT

This is an Award Decision Notice. We are pleased to inform you that, following the evaluation process, Shropshire Council proposes to accept your offer in relation to the above Contract.

However, this letter is not, at this stage, a communication of Shropshire Council's formal acceptance of you onto the framework. A mandatory "standstill" period is now in force; this period will end at midnight on 21st November 2016.

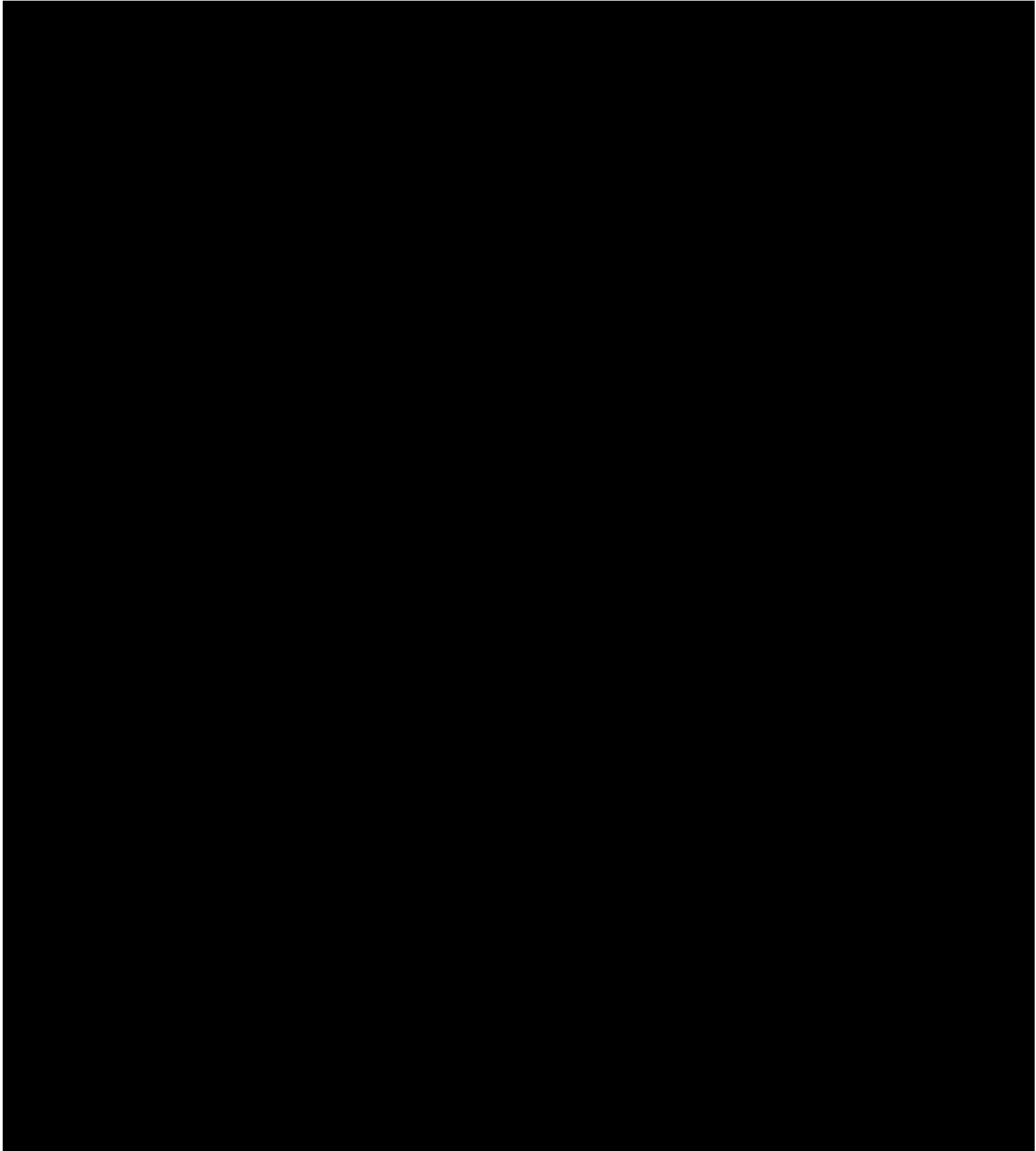
Subject to Shropshire Council receiving no notice during the standstill period of any intention to legally challenge the award process, the Council aims to conclude the award after the expiry of the standstill period.

We can confirm that your tender received the following scores and ranking:-

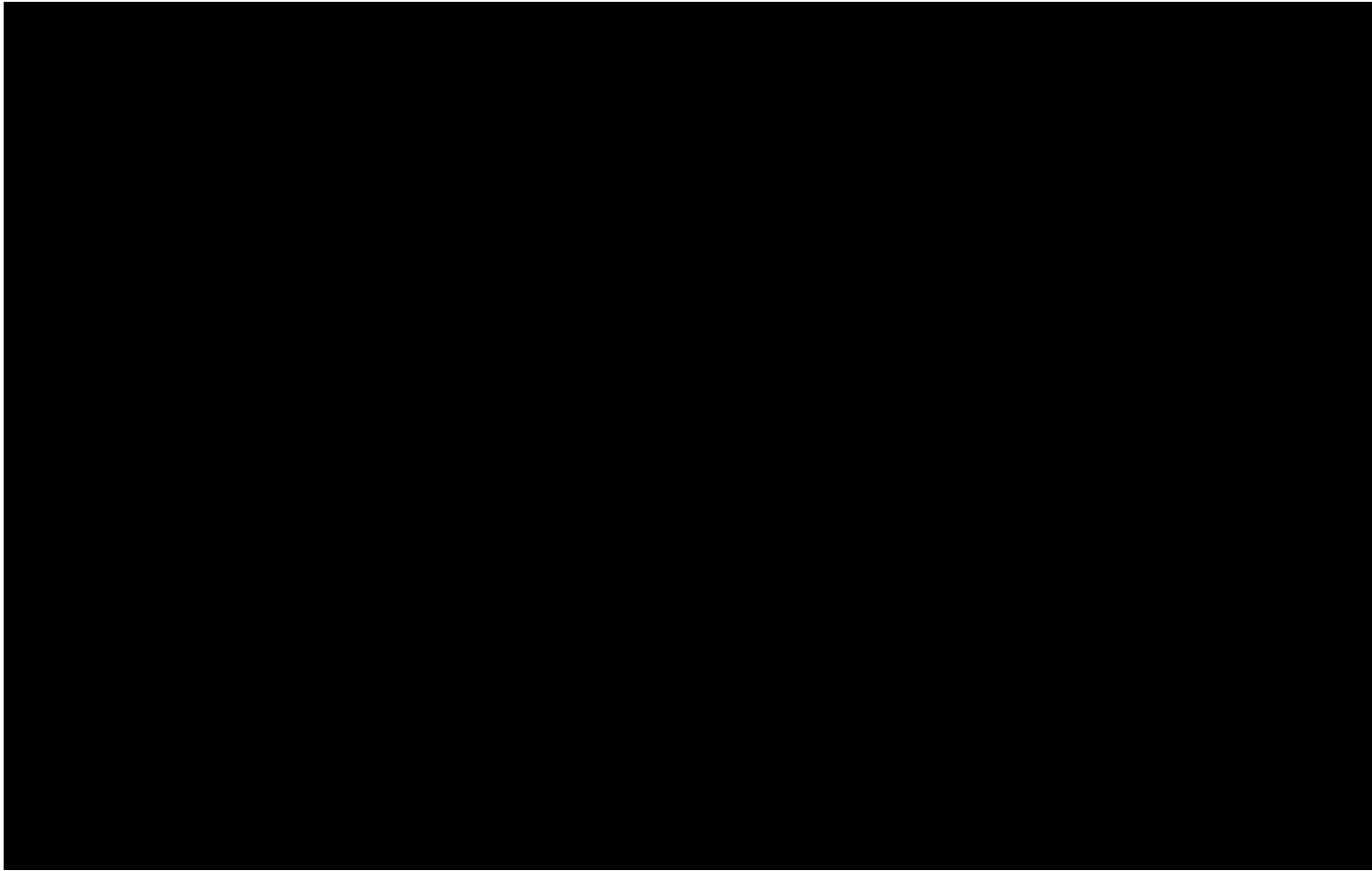
Criteria	Your Weighted Score	Winning Tenderer's Total Weighted Marks	Your Rank (out of all 7 tenders received)
Quality	■	■	■
Price	■	■	■
Overall	■	■	■

commercial info

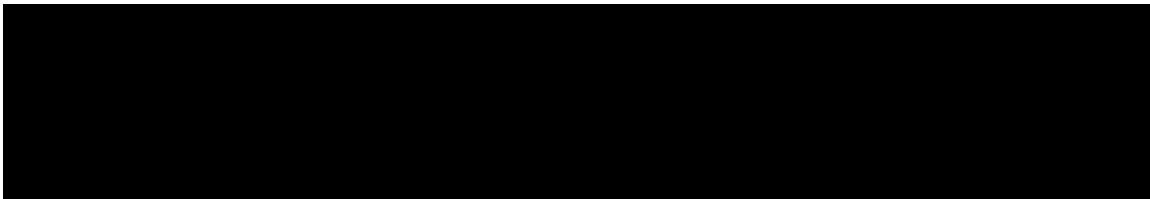
For your further information we would confirm that your quality submission was scored against the published 0-10 scoring scheme and the stated award criteria and received the marks as set out on the table overleaf. We have also included some commentary to the marks:



commercial & personal info



We will be in touch with you again at the end of the standstill period.



Premises Services Manager

Senior South Team Leader