**DRAFT SPECIFICATION – SUBJECT TO CHANGE**

1. Introduction

1.1 Thamesport (London) Limited (the “Purchaser”) requires the hire of equipment (the “Equipment”) on a lot basis as further detailed below, together with scheduled maintenance services and repairs including call-outs to site in the event of breakdown 24/7/363 (the “Services”).

The Equipment –

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description** | **Dept.** | **Qty** | **Capacity** | **Forks** |
| **Lot 1** | | | | |
| Reach Stacker Container Handler with container weighing capability. | Ops | 1 | 45,000kg |  |
| **Lot 2** | | | | |
| Telehandler | Engineering | 1 | 3,100kg |  |
| 32.00 Tonne Forklift | Ops | 2 | 32,000kg | 2.4m |
| 28.00 Tonne Forklift | Ops | 1 | 28,000kg | 2.4m |
| 16.00 Tonne x 1200 Ctrs Forklift | Ops | 3 | 16,000Kg | 2.4m |
| 2.50 Tonne x 600 Ctrs Container Loading Specification. | W/house | 2 | 3.000Kg | 1.2m |
| 5.50 Tonne x 600 Ctrs Container Loading Specification. | W/house | 2 | 5,500Kg | 1.5m |
| 1.50 Tonne x 600 Ctrs Container Loading Specification. | W/house | 2 | 1,500Kg | 1.5m |

2. The Services

2.1 The Contractor will provide planned and preventative maintenance for the Equipment to maintain the Equipment to high operational standards.

2.2 When requested by the Purchaser in the event of breakdown or damage of/to Equipment, the Contractor will attend site to repair the Equipment within eight (8) hours during Normal Working Hours and within twelve (12) hours outside of Normal Working Hours of notification by the Purchaser 24/7/363. If an emergency response is not required the date will be agreed between the parties but in any event the Contractor will attend site to repair the Equipment within a reasonable time.

2.3 The Purchaser shall contact the Contractor as soon as possible after any accident involving the Equipment. Where possible the Equipment should be examined by the Contractor and its control functions tested and a full report prepared by the Contractor.

2.4 No repairs following damage caused by the Purchaser will be initiated until the Purchaser has given written approval.

2.5 The Contractor will be liable for the costs of repairing all faults/damage not due to damage caused by the Purchaser.

2.6 The Contractor shall record scheduled maintenance/servicing and repairs undertaken including parts used and provide copies of the reports to the Purchaser.

2.7 The Contractor shall also:

2.7.1 ensure that all responsibilities are fully completed, including without limitation, servicing and paperwork prior to its engineers leaving the Port;

2.7.2 ensure that its engineers update the Purchaser and the Purchaser’s engineering management system prior to leaving the Port;

2.7.3 maintain and service the Equipment in accordance with the scheduled maintenance programme;

2.7.4 ensure that its engineers whilst at the Port are equipped with mobile telephones so that they can be contacted in emergencies;

2.7.5 maintain the Equipment to high operational standards;

2.7.6 identify chargeable repairs and deal with in accordance with Clause 10.3 of the Form of Contract;

2.7.7 repair damage to a high standard;

2.7.8 accurately record maintenance undertaken and parts used;

2.7.9 ensure appropriate management of resources and parts to minimise the cost of repairs;

2.7.10 provide the reports in accordance with Clause 9 of the Form of Contract; and

2.7.11 where the Equipment is fitted with lifting chains for the purpose of lifting loads these shall be measured and documented every three months and replaced when 2% worn.

2. Driving Licences

The Contractor shall be responsible for ensuring that all staff employed in providing the Services shall have appropriate licences including a Port issued licence for driving on site and operating the Equipment being worked on.

3. Operating and Maintenance Instruction Manuals

The Contractor shall provide to the Purchaser operating and maintenance instruction manuals in pdf format (in the English language).

The manuals shall cover in detail the operation and maintenance of the Equipment and in particular the electrical and mechanical components.

The instruction manuals shall contain, for example, clear and concise basic fault finding charts so designed and laid out that they will enable the Purchaser’s maintenance staff to analyse probable faults rapidly.

4. Training

Upon delivery of the Equipment to the Port the Contractor will provide an appointed training instructor of the Purchaser with basic operator and fault finding training.

5. Port Regulations

The Contractor shall at all times comply with the Health and Safety at Work Act 1974 and the Safety in Docks: Approved Code of Practice and guidance (L148). On commencement of the Services the Contractor’s Safety Officer shall report to the Purchaser’s Safety Office to confirm understanding of all relevant requirements for the specific area of work.

Heavy plant will be working in the Port and accordingly the Contractor shall exercise due care and attention at all times in access to and from the Port. The Contractor shall request notification of acceptable routes and shall liaise with the Purchaser on use of such routes.

6. Equipment on Loan/Hire

In the event of the Contractor using the Purchaser’s plant on loan or hire, the Contractor must effect the necessary insurance to indemnify the Purchaser against all third party claims. The Contractor will accept prime responsibility for the safety of lifting equipment and methods of work.

7. Health and Safety

7.1 For safety reasons (e.g. fire risk or emergency access), any instructions issued by the Purchaser’s or the Port’s statutory Safety Officers must be obeyed. Subject only to the demands of an emergency, the Contractor will as soon as practicable notify the Contract Co-ordinator of the events, and instructions received, for record purposes.

7.2 The Contractor shall provide all equipment and facilities necessary to fulfil any statutory obligations (current issues) on matters relating to safety, health and welfare.

7.3 The Contractor shall conduct its and its sub-contractors’ activities so that equipment, working conditions and methods are safe and without risk to the health of its own and the Purchaser’s employees and other persons at the Port.

7.4 The Purchaser shall provide the Contractor with a copy of its safety policy and the name of the person responsible for site safety.

7.5 The Contractor shall comply with all emergency requirements to evacuate areas as directed by a Purchaser or Port official and inform that official, as soon as practicable, of any person employed by, or sub-contracted by, the Contractor who is missing from that evacuation.

7.6 The Contractor shall inform the Purchaser orally (followed by confirmation in writing) of any legally notifiable accident or occurrence, within the Contractor’s area of responsibility. Such notification will include confirmation of notification to the Health and Safety Executive. Similarly, the Contractor shall report any damage to property arising from the performance of the Services immediately.

7.7 The method of working is to be discussed prior to the commencement of Services so that any areas of particular or unusual danger may be identified and an appropriate safe system of work agreed accordingly.

7.8 Prior to undertaking any Services, the Contractor shall supply the Purchaser with risk assessments and method statements for all the anticipated types of specific tasks.

7.9 The Contractor shall enforce a Safe Working Practice whereby no working on ‘live’ electrical circuitry is allowed without specific authorised permission and a lockable isolation means is provided to protect ‘dead’ circuits.

7.10 The Contractor shall report any failure of the electrical supply to the main isolating switch at any site immediately to the Contract Co-ordinator.

7.11 The Purchaser operates and enforces a 'Safety Helmet' rule on any site where there is any danger of head injury and a 'High Visibility Clothing' rule within all operational areas. This is a statutory obligation under the Port’s Engineering safe code of practice which applies to all persons on the Port without exception.