

NEC4


Term Maintenance Contract

Annex 10 – Notification of Defects Proforma DN581359

Commercial and Procurement Team

Somerset County Council
County Hall
Taunton
TA1 4DY

commercialandprocurement@somerset.gov.uk

[Name of Contract] YYYY - YYYY					
Defect Notice					
The Service Manager notifies the Contractor of the Defect below					
Defect Notice Ref:		Issued By:			
CHAMS No:		Issued To:			
Contractors Ref:					
Brief Description of Defect:					
Service Area:		Safety Defect		District Area: South Somerset	
Defective surface area. Qty (m ²) (if applicable)					
Date/time of notification		dd/mm/yyyy hh/mm		Category: A Days: 1.5	
Latest completion date:		#VALUE!		Signed Off on Completion: Date:	
Category		Correction Period			
Category A		Within 1.5 hours of notification			
Category B		Within 24 hours of notification			
Category C		Within 7 days of notification			
Category D		Within 28 days of notification			
Category E		As agreed with the Service Manager			
Where A or B applies state for clarity in the text of the email to the Contractor highlighting the requirement for the curtailed response time.					
Circulation:		Service Manager - [Name]		[email address]	
		Service Manager - [Name]		[email address]	
		Service Manager - [Name]		[email address]	
		Client - [Name]		[email address]	
		Contractor - [Name]		[email address]	
		Contractor - [Name]		[email address]	
		Contractor - [Name]		[email address]	

