

The Felixstowe Dock and Railway Company

Lot 1: Security and Gate Control Services at The Port of Felixstowe, Suffolk

June 2024

NOTE: This is a draft excerpt of the service requirements. It is provided to enable suppliers to better assess if this opportunity is of interest and suitable to them. The full specification will be provided to those suppliers who are successful following the pre-qualification process.

- 1.1 The Services are required at the Port of Felixstowe, Suffolk, IP11 3SY.
- 1.2 The term of the Agreement is anticipated to be five (5) years unless terminated earlier.
- 1.3 The Transfer of Undertakings (Protection of Employment) Regulations 2006 as amended by The Transfer of Undertakings (Protection of Employment) (Amendment) Regulations 2014 (“TUPE”) may apply.

For information, note that the security personnel at the Port of Felixstowe are unionised.

- 1.4 The successful contractor shall be required to enter into a separate licence agreement in respect of office space at the Port.
- 1.5 The contractor’s employees will be required to attend a mandatory Port Health and Safety induction.
- 1.6 The Contractor must be Security Industry Approved.
- 1.7 The Services are to be carried out by the Contractor and not sub-contracted without the express written approval of the Purchaser.
- 1.8 The Services must meet the legislative, regulatory and security policy requirements of the Purchaser. The Services are to meet at all times the security standards laid down by the Purchaser, the Department for Transport Maritime Security and Resilience Division (“MSRD”) and the International Ship and Port Facility Security Code (“ISPS”) and the Port Facility Security Plan (“PFSP”). The Contractor will be issued with assignment instructions to implement the requirements of the PFSP. Uniformed Security Officers with the appropriate Security Industry Authority (“SIA”) qualification are required to staff and operate Restricted Area Access Control Points (“ACP”), to patrol and monitor the Port with particular emphasis on Restricted Areas and Controlled Buildings.
- 1.9 The Services are required 24/7/365.
- 1.10 The current security and gate control staffing requirements are approximately total hours per week: 1772; plus patrols and searching – 456 hrs; systems support – 100 hrs; escorting/driving – 120 hrs; plus supervisor/management hours.

- 1.11 The contractor will be required to provide vehicles, uniforms and PPE for its staff.
- 1.12 The port has a target to achieve net-zero for scopes 1 and 2 greenhouse gas emissions by 2035 – the contractor will be required to share ideas on how it can help achieve this target within its areas of responsibility.

Thank you for your interest in this opportunity.