

MATERIAL ORDER

HOVAL LIMITED
NORTHGATE
NEWARK
NOTTINGHAMSHIRE
NG24 1JN

Tel No:
Fax No:

ORDER No. **104/1171/104009**

DATE: **26/04/2017**

Page

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The Order Number consisting of all the figures in the box above, MUST be quoted on all documents. Applications for payment or invoices without this information may be returned for completion.

Delivery Date:

Delivery Address:

Great Ormond St ZCR Project
Skanska Construction UK Ltd
Skanska Rashleigh Weatherfoil
20 Guildford Sreet
London
WC1N 1DZ

Tel No:
Fax No:

Invoices for payment to:
Skanska CAR and SRW
purchase.ledger@skanska.co.uk
Neelands House
Pipering Lane
Doncaster
DN5 9NB

Tel No: 01302 - 821100
Fax No: 01302 - 821107

Terms of Payment: **Nett M A**

Reqn. No: **339187**

Signature

Name **T.G. Ahern**

Acknowledgement and Correspondence To:
Skanska Rashleigh Weatherfoil Ltd
Hollywood House
Church Street East
Woking
Surrey
GU21 6HJ

Tel No: 01923 - 722700 Fax No: 01923 - 722702

All suppliers must follow the principal of our Code of Conduct in transactions with us. Please note that the Skanska Code of Conduct is available on request or to view on the Skanska website

Item	Description	Quantity	UOM	Price	Value
	<p>Confirmation of telephoned order to your Mr. A. Barratt on the 26th April 2017, only please do not duplicate.</p> <p>Carry out the design development, preparation of all necessary certified working drawings, wiring diagrams & schematics etc., manufacture, witness works testing, supply, packaging (for transit & storage on site), delivery (to site via vehicles with HIAB or similar lifting facilities), commissioning, setting to work and clients training to the complete satisfaction of Skanska Rashleigh Weatherfoil Limited and our Client of :-</p> <p>The following Packaged Natural Gas Combined Heat and Power Unit complete with all necessary components, controls, accessories, ancillaries/ fixings (including but not limited to thermal store, insulation and casings etc.,) and BMS interfaces etc., as detailed and in strict accordance with the Consulting Engineers Messrs Hoare Lea Rev T01 Specification Sections, Schedules and Drawings:</p> <p>Sections S32, T10, T31, Y10, Y11, Y20, Y22, Y43, Y45, Y51, Y52, Y54, Y90, Y92, W60, W63 & W64 Rev T01</p>				
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		Delivery Date:			
Item	Description	Quantity	UOM	Price	Value
1	<p>SCH-1520331-T19-1 Combined Heat and Power Unit Schedule Rev T01</p> <p>Mechanical Services LTHW Schematic Sheet 1 of 6 – 1520331 – HL-XX-XX-SM-M-560-0001 Rev T01</p> <p>which are to be read in conjunction with Skanska Volumes 1, 2 & Camden Construction Management Plan Rev V2.1 (copies of all of which are already in your possession either issued under cover of our enquiry reference SR/ME804 dated 4th May 2016 or by our subsequent E-mails of the 13th February 2017 15:21 addressed to your Mr. A. Barratt from our Mr. S. Howes), E-mails of the 3rd February 2017 11:41 addressed to your Mr. A. Barratt from our Mr. B. Andrews, 3rd February 2017 15:26 addressed to your Mr. S. Bartle from our Mr. B. Andrews, 10th February 2017 08:31 addressed to your Mr. A. Barratt from our Mr. B. Andrews, 10th February 2017 08:39 addressed to our Mr. B. Andrews from your Mr. A. Barratt, 10th February 2017 12:30 addressed to your Mr. A. Barratt from our Mr. B. Andrews, 15th February 2017 08:45 addressed to your Mr. A. Barratt, from our Mr. S. Howes together with the Consulting Engineers Messrs Hoare Lea E-mails of the 7th March 12:27 addressed to your Mr. R. Griffin from their Mr. D. Behan, all relevant sections of the National Engineering Specifications and generally as detailed below:-</p> <p>Label Basement Plant Room LTHW Combined Heat and Power Unit</p> <p>Packaged Natural Gas Low Temperature Hot Water Combined Heat and Power Unit capable of producing a heat output of 40 kW and rated powers of 19 kVa output, 16kW active, 13.6 kVAR and 0.8 power factor complete with all necessary components, controls, accessories, ancillaries/ fixings (including but not limited to thermal store, insulation and casings etc.,) and BMS interfaces etc., as detailed and in strict accordance with the above mentioned documentation.</p>				
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Name T.G. Ahern					
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	Additional costs for ancillaries/fixings and commissioning etc., as detailed below:				
2	Low Frequency Silencer to suit the above	1	no		
3	Turbine Gas Meter to suit the above	1	no		
4	Energy Buffer Storage to suit the above	1	no		
5	Commissioning Visit to commission the above	1	no		
6	FORS Silver HIAB Delivery to site of all of the above	1	no		
<p>The above prices are those taken from your quotation reference number 1100872899 dated 28th February 2017 which is to be read in conjunction with their quotation reference number 1100849415, 1100872899 dated 20th October 2016, 3rd February 2017 respectively and E-mails of the 2nd February 2017 13:45 addressed to our Mr. S. Howes from your Mr. A. Barratt, 2nd February 2017 21:46 addressed to our Mr. S. Howes from your Mr. A. Barratt, 20th October 2016 14:42 addressed to our Mr. S. Howes from your Donna Akyol, 3rd February 2017 12:01 addressed to our Mr. B. Andrews from your Mr. S. Bartle, 3rd February 2017 14:52 addressed to our Mr. B. Andrews from your Mr. S. Bartle, 3rd February 2017 15:12 addressed to our Mr. G. Ahern from your Donna Akyol, 10th February 2017 07:38 addressed to our Mr. S. Howes from your Mr. A. Barratt, 10th February 2017 09:12 addressed to our Mr. B. Andrews from your Mr. R. Griffin, 14th February 2017 14:42 addressed to our Mr. S. Howes from your Mr. A. Barratt, 15th February 2017 17:19 addressed to our Mr. S. Howes from your Mr. R. Griffin, 15th February 2017 17:44 addressed to our Mr. S. Howes from your Mr. A. Barratt, 24th February 2017 14:36 addressed to our Mr. G. ASherm from your Donna Akyol, 24th February 2017 15:13 addressed to our Mr. G. Ahern from your Mr. A. Barratt, 28th February 2017 16:27 addressed to our Mr. G. Ahern from your Donna Akyol, 7th March 2017 18:46 addressed to our Mr. G. Ahern from your Mr. A. Barratt, Donna</p>					
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	<p>Akyol, 14th March 1017 11:34 addressed to the Consulting Engineers Messrs Hoare Lea Mr. D. Dehan and cc copy addressed to our Mr. K. Dorrington from your Mr. R. Griffin. Prices shown include for clients training and are to remain fixed until the End of December 2018 and are not subject to any form of currency exchange rate or fluctuations of any type all as agreed your Mr. A. Barratt on the 26th April 2017 by telephone.</p> <p>The above prices include for 12 months extended warranty including all parts, labour and materials from the date named in the Certificate of Practical Completion, which is envisaged as being the End December 2018 and are inclusive of maintenance from the date of delivery up to and including the defects liability period as agreed with your Mr. A. Barratt on the 26th April 2017 by telephone.</p> <p>Seven copies of each of the following are required within 7 days from the date of instruction for approval purposes prior to manufacture. Upon approval a further seven copies are required for general issue purposes:- Certified working drawings Installation instructions Wiring diagrams</p> <p>Seven copies of each of the following are required within 7 days from delivery to site Maintenance/operating instructions Test Certificates</p> <p>We require you to provide Certificates of Conformity to relevant British Standards with regard to the testing of all electrical components used within the equipment supplied against this order.</p> <p>SRW operate a Quality Management System which is modelled on BS EN ISO 9001: 2015. As supplier or sub-contractor you will be required to operate a Quality Management System based upon the applicable requirements of BS EN ISO 9001:2008 or</p>				
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	<p>an acceptable alternative. As a minimum the alternative shall include the preparation of a statement of how you propose to organise, control, check and document all matters relevant to the quality of works. The work shall be executed in accordance with the statements that must be set out in a format that can be assessed objectively. You shall allow access to your premises and associated facilities for our staff and where applicable third parties to enable them to undertake assessments of the system described in the statement.</p> <p>SRW its customer or their permitted agents shall have the right to enter your premises at any reasonable time and with prior agreement, for the purpose of inspection, expediting or witnessing tests. Charges for this shall be included in your price and cannot be added as an extra or amendment to order</p> <p>Any inspection checking or approval by SRW, its Client or his Agent/s of any details, calculations, drawings or other information submitted by yourselves shall in no way limit or affect your responsibilities for the provision of suitable materials, plant, equipment and workmanship.</p> <p>SRW have achieved accreditation to BS EN ISO: 14001:2015 and have introduced an Environmental Management System, details of which are available upon request. You will be required to work with SRW to reduce, control and manage your work activity in order to minimise the environmental impact of your work and in particular reduce the amount of waste generated through the design, procurement and work related contract activities. We jointly have a responsibility to manage our generated waste materials and minimise the risk of water and airborne pollution and prevent any negative impact on the environment.</p> <p>You are required to discharge your contractual obligations and duties under The Health & Safety at Work etc Act 1974 and subordinate legislation.</p>				
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	<p>These requirements are to be read in conjunction with the provisions of the Project Health & Safety documentation provided by the Employer, his Agents and Representatives and the Main Contractor.</p> <p>You are required when hazardous chemical/dangerous substances are to be used on site to notify our Site Manager or Supervisor and provide them with manufacturers Hazard data Sheets and a specific COSHH Assessment.</p> <p>It is a specific requirement of SRW that your operatives will be required, in conjunction with our Site representative, to complete all Site Inductions before work commences.</p> <p>You shall provide, maintain, adapt and subsequently remove all necessary plant, tools and equipment required by your operatives to ensure the proper and safe execution of the works. SRW shall be under no liability in respect of any loss, theft or damage of or to the plant, tools or materials provided by yourselves or your operatives.</p> <p>You are responsible for keeping all areas of work safe, clean and tidy and for removing all your scrap, redundant materials and waste from site.</p> <p>It is the policy of SRW that plant, tools and similar equipment will not be loaned to sub-contractors. You are expected to provide, as part of this contract, all relevant plant, tools and equipment required for the execution of your works. If any situation arises where you are unable to comply with this clause, for whatever reason, the matter is to be brought to the attention of the Site Manager, who will advise of any alternative courses of action open to you. Under no circumstances do our site management or operatives have authority to issue on loan plant, tools or equipment from our stores to sub-contractors.</p> <p>It is a requirement of this contract that any</p>				
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	<p>electrical apparatus or lighting supplied by yourselves or your sub-contractors for use in the execution of the works shall be supplied for use at 110 volts only. Where you are required to provide mains isolation transformers they must be provided with a secondary winding centre tapped to earth.</p> <p>SRW will endeavour to give operatives continuity of work at site but this shall not form a condition of this order.</p> <p>You are required to maintain adequate supervision on site for the duration of your works.</p> <p>All Staff must be fully competent to carry out their particular tasks. We reserve the right to reject operatives whom we consider unsuitable in this respect. Electricians must be JIB approved and all operatives must be in possession of a valid CSCS Skillcard.</p> <p>Your labour and/or contract personnel must notify our Site Manager/Agent whenever arriving or leaving the site. Daily labour returns will be required each day.</p> <p>You shall be responsible for the protection of the works during installation and for all temporary works, measures and precautions necessary to protect the whole of the works from wilful or accidental damage.</p> <p>You shall provide and maintain sufficient Insurance with regard to your responsibilities for Employers Liability and Public Liability for the services detailed in this order. You shall furnish us, within seven days of receipt of this order, with the following details:- Name of Insurance Company Policy Number(s) Maximum Amount of any claim(s) Policy renewal dates</p> <p>No Extra Work or Daywork to be carried out without our prior written authorisation.</p>				
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	<p>You are to ensure that all materials and equipment covered by this order are adequately protected against the ingress of dirt and damage whilst in transit and/or stored on site.</p> <p>All plant material and equipment is to be supplied with everything necessary for its proper and safe operation.</p> <p>You are to provide adequate means (i.e. lifting lugs/shipping skids/pallets) to facilitate proper handling and positioning on site.</p> <p>The materials and equipment covered by this order are to comply in all respects with the Fire, Local Authority and Statutory Regulations for the building.</p> <p>All materials, equipment, components are to comply fully with current relevant British Standards/Codes of Practice/Statutory Requirements. Any wiring is to comply with the 17th Edition (with amendments) of the Regulations for Electrical Installations, as issued by the Institution of Electrical Engineers.</p> <p>Please comply with protection requirement of the EMC Directive 2004/108/EC and ensure that electrical and electronic equipment is suitable 'CE' mark where appropriate. The equipment should be accompanied by a declaration of conformity and any additional installation instructions that could effect the EMC performances.</p> <p>All equipment and plant supplied must conform to the requirements of the EMC Regulations 1992.</p> <p>All valves supplied against this order must be suitable for use on all pressures and temperatures up to and including their specified rating.</p> <p>Flues shall be sufficient to evacuate the products of combustion from each boiler and shall</p>				
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	<p>be in accordance with the 'British Standard Code of Practice CO342' and the 'Clean Air Act' Memorandum on Chimney Heights.</p> <p>Any sub-contractor and or individual working on our behalf, on gas installations and systems shall be CORGI/Gas Safety registered. This requirement applies to any person carrying out installation or alteration (fitting & welding), testing or purging of pipework, commissioning, maintenance or modification of gas appliances etc. To ensure compliance as a sub-contractor you will be required to complete and return for verification our "Gas Works Subcontract Operative Data Sheet"-MSF53. This must be supported copies of each operatives' certificates of competency, e.g., "core gas safety - non-domestic" COCN1.</p> <p>You shall not supply/install materials composed of naturally occurring or man-made fibres having a diameter of 3 microns or less and a length of 200 microns or less and a length / diameter ratio of greater than 3:1 or which contain any fibres not sealed or encapsulated or otherwise stabilised to ensure that fibre migration is prevented.</p> <p>It is a condition of this order that after factory testing of the Boilers that they are flushed, dried out and capped to heat exchangers in order to clear any deposits and prevent internal oxidization.</p> <p>For all equipment with a working pressure in excess of 0.5 bar you shall ensure without exception compliance with the EU-Pressure Equipment Directive 97/23/EC.</p> <p>Under no circumstances may any changes be made to the specification without our prior written approval.</p> <p>No information concerning this project shall be released to the press, media and or any other parties or persons without our written permission. You are not permitted without SRW</p>				
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	<p>consent to publish alone or in conjunction with any other person any articles, photographs or other illustrations relating to the works to be carried out hereunder.</p> <p>Anticipated delivery required December 2017, exact date to be agreed.</p> <p>Due to the site location and access restrictions it shall be necessary for you to programme all deliveries of materials and plant with our site based Senior Project Manager Mr. P. Smith (mobile tel. 07800 – 527113). The method and means by which materials and plant are to be delivered shall be agreed and a minimum period of 72 hours notice shall be given.</p> <p>Notwithstanding the provisions of section 32(1) of the Sale of Goods Act 1979 or any enactment of like content, it is a condition of this order that your employment of a carrier to effect delivery shall in no way relieve you of full responsibility for any loss or damage of goods or materials and/or for ensuring delivery of the goods or materials as specified.</p> <p>No condition of your quotation that may be additional to or at variance with those of this order shall be applicable.</p> <p>All prices quoted herein are in pounds £ sterling and are exclusive of V.A.T.</p> <p>As a responsible Contractor, Skanska has introduced a "For Cause " Drug and Alcohol testing regime on sites where any significant near miss or reportable accident occurs. This regime will apply to all those persons involved in the accident or near miss.</p> <p>All timber products, including packaging, crating, casings and pallets that maybe supplied against this or any subsequent order are to be certified under either of the Forest Stewardship Council (FSC), Programme for the Endorsement of Forest Certification (PEFC), Canadian Standards</p>				
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	<p>Association (CSA) or Sustainable Forestry Initiative (SFI) Schemes. Furthermore evidence of certification, certification numbers and chain of custody (CoC) numbers must be supplied to site with each consignment</p> <p>Deliveries to / and collections from site; In relation to the operation of any transport, the Supplier/Sub-Contractor undertakes and warrants to Skanska Rashleigh Weatherfoil that it shall carry out all acts and refrain from any activities that causes and /or may cause an accident and/or poses and/or may pose any health and safety risks to either the driver, the operative (be this different to the driver), other workers or members of the public.</p> <p>In line with Skanska UK 's 'Protecting vulnerable road users policy ', Skanska requires that all parties who bring vehicles to a Skanska location will;</p> <p>1) Operate in line with the sites traffic management plan and use designated routes to access site and relevant booking systems, where advised</p> <p>In addition, organisation who operate a fleet of HGV 's will:</p> <p>1) Sign up to the CLOCS 'Memorandum of Understanding ' and become a CLOCS champion to show their commitment to the Standard and the measures to be taken to improve the management of road related risk, by 30th September 2015 2) After this date, partake in vehicle and compliance checks at site locations in line with the CLOCS standard 3) Obtain FORS silver accreditation if delivering in greater London (including the M25), by 30th September 2015 4) Obtain UK wide FORS Silver accreditation covering all operating centres by 30th September 2016, or have a plan in place detailing how this will be achieved within 12 months</p>				
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	<p>Further information and guidance on both the FORS and CLOCS standards can be found on the Skanska UK website: http://www.skanska.co.uk/About-Skanska/Skanska-Supply-Chain/</p> <p>Legislation; The Work at Height Regulations (2005) stipulate that where work is to be carried out at height, every employer shall take suitable and sufficient measures to prevent, so far as is reasonably practicable, any person falling a distance liable to cause personal injury.</p> <p>You shall abide by the principles of Skanska 's "Code of Conduct ". Your attention is directed to the Purchaser 's Code of Conduct, together with any published amendments.</p> <p>Suppliers shall be able to demonstrate they have procedures in place to deal with the risks of bribery in their organisation in accordance with the Bribery Act 2010.</p>				
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