



VOLUME A.1

PROJECT PARTICULARS

Rochdale,
Claremont Avenue,
Honey Park,
Dun Laoghaire,
Dublin

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A10 PROJECT PARTICULARS

- 110 THE WORKS
- Name: Rochdale.
 - Nature: Fire Compliance Remediation Works.
 - Location: Rochdale, Claremont Avenue, Honey Park, Dun Laoghaire, Co. Dublin.
 - Length of time for completion of construction work: TBC.
- 120 EMPLOYER (CLIENT)
- Name: Tuath Housing Association
 - Address: 33 Lower Leeson Street, Dublin 2.
 - Contact: Andrew Nixon
 - Telephone: N/A.
 - Email: A.Nixon@tuathhousing.ie
- 130 PROJECT SUPERVISOR CONSTRUCTION STAGE
- Project Supervisor Construction stage: The contractor.
 - Appointment: Collateral agreement to the building contract.
 - Insurance: Produce evidence with tender.
- 140 PERSON EMPOWERED BY THE CONTRACT TO ACT ON BEHALF OF THE EMPLOYER
- Title: Contract Administrator.
 - Name: Module Group.
 - Address: 42 Dawson Street, Dublin 2.
 - Contact: Shane Hynes.
 - Telephone: 086 - 0126820.
 - Email: shane@modulegroup.ie
- 150 PROJECT SUPERVISOR DESIGN PROCESS
- Name: Nicky Mackin.
 - Address: 42 Dawson Street, Dublin 2.
 - Telephone: 086-0126820.

A11 TENDER AND CONTRACT DOCUMENTS

160 PRELIMINARY SAFETY AND HEALTH INFORMATION

- Location: Information for insertion in the Safety and Health Plan is included in these preliminaries in section A34. It refers to information given elsewhere in the preliminaries, specification and drawings.

A12 THE SITE/ EXISTING BUILDINGS

110 THE SITE

- The Development known as Rochdale, Claremont Avenue, Honey Park, Dun Laoghaire, Co. Dublin. The works will be restricted to the subject apartments within the demise of the above-named development. The works include fire compliance works comprising upgrading to the top of the entrance hallway walls, firestopping of the service penetrations across the entrance hallway walls and above the apartment front doors and fire stopping of vertical penetrations through the compartment floor.

200 ACCESS TO THE SITE

- Vehicle access is to be provided however this is to be confirmed by Tuath Housing. The convenience of adjacent neighbours and the public at large is, at all times during the construction works, to be maintained by the Contractor. At all times the requirements of the Local and other competent Authorities, in respect of access, are to be complied with. It is the Contractor's responsibility to ascertain these requirements.

210 PARKING

- Parking is to be confirmed by Tuath housing.

220 USE OF THE SITE

- General: Do not use the site for any purpose other than carrying out the Works.
- Limitations: None.

230 SURROUNDING LAND/ BUILDING USES

- General: Adjacent or nearby uses or activities are as follows:
- Residential premises

240 HEALTH AND SAFETY HAZARDS

- General: The nature and condition of the site/ building cannot be fully and certainly ascertained before it is opened up. However, the following hazards are or may be present:
- When completing works to the internal walls at high level working platforms are required.
- Information: The accuracy and sufficiency of this information is not guaranteed by the Employer, Contract Administrator or Project Supervisor (Design). Ascertain if any additional information is required to ensure the safety of all persons and the Works.
- Site staff: Draw to the attention of all personnel working on the site the nature of any possible contamination and the need to take appropriate precautionary measures.

250 SITE VISIT

- Assessment: Ascertain the nature of the site, access thereto and all local conditions and restrictions likely to affect the execution of the Works.
- Arrangements for visit: Outlined in Tender Invitation Letter

A13 DESCRIPTION OF THE WORK

120 THE WORKS

- The scope of works encompasses fire compliance works comprising upgrading to the top of the entrance hallway walls, firestopping of the service penetrations across the entrance hallway walls and above the apartment front doors and fire stopping of vertical penetrations through the compartment floor and upgrading elements related to the fire rated doors. The works are to be carried out to Apartments listed in the schedule of works. The Contractor will provide the required Confirmations of compliance in every respect with the required standards.

Public Works Short Form Contract PWCF6

- The contract: Public Works Contract for minor building or civil engineering works designed by the employer. Document reference PW-CF6 v1.15 25th November 2025.
- Requirement: Allow for the obligations, liabilities and services described therein against the following headings:

CONDITIONS

- 1 - THE CONTRACT
- 2 - THE SITE, STARTING AND COMPLETING THE WORKS
- 3 - THE WORKS
- 4 - THE PRICE AND PAYMENT
- 5 - REPRESENTATION AND COMMUNICATIONS
- 6 - CONTRACTOR'S PERSONNEL
- 7 - PAY AND CONDITIONS OF EMPLOYMENT OF WORK PERSONS
- 8 - LOSS OF AND DAMAGE TO THE WORKS
- 9 - INDEMNITY FOR CLAIMS AND DAMAGE
- 10 - INSURANCE
- 11 - PROPERTY
- 12 - TERMINATION
- 13 - ETHICS IN PUBLIC OFFICE
- 14 - PROJECT SUPERVISOR FOR THE CONSTRUCTION STAGE
- 15 - LAW, JURISDICTION AND DISPUTES

CONDITIONS

- 1 - DEFINITIONS
- 2 - SCOPE OF CONTRACT
- 3 - DRAWINGS AND BILL OF QUANTITIES
 - 3(a) - DRAWINGS AND BILL OF QUANTITIES
 - Clause 3(a)(ii) applies. Clause 3(a)(i) will be deleted.
 - Contract documents: Preliminaries/ general condition will form part of the Specification.
- 4 - VARIATIONS ARISING FROM LEGISLATIVE ENACTMENT
- 5 - CONTRACTOR TO PROVIDE EVERYTHING NECESSARY
- 6 - LOCAL AND OTHER AUTHORITIES' FEES

- 7 - SETTING OUT OF WORKS
- 8 - MATERIALS AND WORKMANSHIP TO CONFORM TO DESCRIPTION
- 9 - WORK TO BE OPENED UP
- 10 - FOREMAN
- 11 - ACCESS FOR CONTRACT ADMINISTRATOR TO WORKS
- 12 - CLERK OF WORKS
- 13 - ASCERTAINMENT OF PRICES FOR VARIATIONS
- 14 - OMISSIONS
- 15 - ASSIGNMENT OR SUB-LETTING
- 16 - NOMINATED SUB-CONTRACTORS
- 17 - NOMINATED SUPPLIERS
- 18 - PROVISIONAL SUMS
- 19 - PRIME COST SUMS
- 20 - INDEPENDENT CONTRACTORS, ARTISTS AND TRADESMEN
- 21(A) - LIABILITY AND INDEMNITY FOR DAMAGE TO PERSONS AND TO PROPERTY
- 21(B) - INSURANCE AGAINST DAMAGE TO PERSONS AND PROPERTY
 - Clause 21(B)(i) applies. Clause 21(B)(ii) will be deleted.
- 22 - ALL RISKS INSURANCE
 - Clause 22(b)(i) applies. Clause 22(b)(ii) will be deleted.
- 23 - INSURANCE POLICIES
- 24 - DAMAGE DUE TO EXCLUDED RISKS
- 25 - DAMAGE DUE TO DESIGN
- 26 - RESPONSIBILITY FOR EXISTING STRUCTURES
- 27 - WAR DAMAGE
- 28 - DATES FOR POSSESSION AND COMPLETION
- 29 - DAMAGES FOR NON COMPLETION
- 30 - DELAY AND EXTENSION OF TIME
- 31 - PRACTICAL COMPLETION AND DEFECTS LIABILITY
- 32(A) - PARTIAL OR PHASED POSSESSION

32(B) - DAMAGE DUE TO USE, OCCUPATION OR POSSESSION BY THE EMPLOYER

33 - DETERMINATION OF CONTRACT BY EMPLOYER

34 - DETERMINATION OF CONTRACT BY CONTRACTOR

35 - CERTIFICATES AND PAYMENTS

35(a) - CERTIFICATES AND PAYMENTS

- Clause 35(a) (i) will be deleted

35(f)(2) and 35(g) - CERTIFICATES AND PAYMENTS

- Clause 35 (g) will be deleted.

36 - WAGES AND PRICE VARIATIONS

37 - COLLATERAL AGREEMENTS

38 – AVOIDING AND RESOLVING DISPUTES

THE APPENDIX

- Will be completed as follows:

1(a) - DESIGNATED DATE

- Designated date: TBC

22(b)(i) or (ii) - PERCENTAGE FOR PROFESSIONAL FEES

- Percentage for professional fees: 12.5 (if not stated, 12.5%).

23(d)(i) - MINIMUM SUM FOR EMPLOYER'S LIABILITY

- Minimum sum for Employer's liability: 13,000,000 (if not stated €13,000,000).

23(d)(ii) - MINIMUM SUM FOR PUBLIC LIABILITY INSURANCE

- Minimum sum for public liability insurance: 6,500,000 (if not stated €6,500,000).

28 - DATE FOR POSSESSION

- Date for possession: TBC.

28 and 29(a) - DATE FOR COMPLETION

- Date for completion: TBC

29(a) - LIQUIDATED AND ASCERTAINED DAMAGES

- Liquidated and ascertained damages: To be confirmed with loss of rent for relocation.

31 and 35(i) - DEFECTS LIABILITY PERIOD

- Defects liability period: 6 months.

35(b) - PERIOD OF INTERIM CERTIFICATES

- Period of interim certificates: Four weeks (if not stated, 4 weeks).

35(b) - TIME FOR ISSUE OF INTERIM CERTIFICATES BY THE CONTRACT ADMINISTRATOR

- Time for issue of interim certificates by the Contract Administrator: 5 Working Days (if not stated, 5 working days).

35(e) - PERCENTAGE OF CERTIFIED VALUE RETAINED

- Percentage of certified value retained: 10% (not to exceed 10%).

35(h) (iii) - PERIOD OF FINAL MEASUREMENT

- Period of final measurement: 6 Months (if not stated, 6 months).

35(i) - PERIOD FOR SERVING NOTICE OF ARBITRATION

- Period for serving notice of arbitration: 10 working days (if not stated, 10 working days).

EXECUTION

- The contract: Will be executed as a simple contract.

A30 TENDERING/ SUBLETTING/ SUPPLY

MAIN CONTRACT TENDERING

- 110 SCOPE
- General: These conditions are supplementary to those stated in the Invitation to Tender and on the form of tender.
- 160 EXCLUSIONS
- Inability to tender: Immediately inform if any parts of the work as defined in the tender documents cannot be tendered.
 - Relevant parts of the work: Define those parts, stating reasons for the inability to tender.
- 170 ACCEPTANCE OF TENDER
- The Employer and Employer's representatives:
 - Offer no guarantee that any tender will be recommended for acceptance or be accepted.
 - Will not be responsible for any cost incurred in the preparation of any tender.
 - Acceptance: Conditional on evidence that insurance can be obtained.
- 190 PERIOD OF VALIDITY
- Period: After submission or lodgment, keep tender open for consideration (unless previously withdrawn) for not less than 30 working days.

PRICING/ SUBMISSION OF DOCUMENTS

- 220 PRICING OF PRELIMINARIES
- Charges: If the Contractor requires interim payments to include fixed and time related charges for specific items in the Preliminaries, those charges must be clearly shown against the items.
- 250 PRICED DOCUMENTS
- Alterations: Do not alter or qualify the priced documents without written consent. Tenders containing unauthorized alterations or qualifications may be rejected.
 - Measurements: Where not stated, ascertain from the drawings.
 - Deemed included: Costs relating to items, which are not priced, will be deemed to have been included elsewhere in the tender.
 - Submit: With tender.
- 310 TENDER
- General: Tenders must include for all work shown or described in the tender documents as a whole or clearly apparent as being necessary for the complete and proper execution of the Works.
- 440 PRICING DOCUMENT
- Schedule of rates: Provide rates for all significant items of work including at least the following:
 - All Items .
 - Fully priced copy: Submit with tender.
- 480 PROGRAMME
- Programme of work: Prepare a summary showing the sequence and timing of the principal parts of the Works and periods for planning and design. Itemize any work which is excluded.
 - Submit: With tender.
- 500 TENDER STAGE METHOD STATEMENTS
- Method statements: Prepare, describing how and when the following is to be carried out:

- See Section 3 Schedule of Works and Schedule 4 Specification for method statements requests.
 - Statements: Submit with the tender.
- 530 **SUBSTITUTE PRODUCTS**
- Details: If products of different manufacture to those specified are proposed, submit details with the tender giving reasons for each proposed substitution. Substitutions, which have not been notified at tender stage, may not be considered.
 - Compliance: Substitutions accepted will be subject to the verification requirements of clause A31/200.
- 540 **QUALITY CONTROL RESOURCES**
- Statement: Describe the organisation and resources to control the quality of the Works, including the work of subcontractors.
 - QA staff: Identify in the statement the number and type of staff responsible for quality control, with details of their qualifications and duties.
 - Submit: With the Tender.
- 570 **SAFETY AND HEALTH INFORMATION**
- Content: Describe the organisation and resources to safeguard the safety and health of operatives, including those of subcontractors, and of any person whom the works may affect.
 - Include:
 - A copy of the contractor's safety and health policy document, including risk assessment procedures.
 - Method statements on how risks from hazards identified in the preliminary safety and health plan will be addressed.
 - Arrangements for ensuring that all accidents, illness and dangerous occurrences are recorded.
 - Accident, sickness and enforcement action records for the past five years.
 - Relevant construction knowledge and experience of managing, coordinating and monitoring others.
 - Experience in preparing and monitoring compliance with safety plans/ files.
 - The number and type of staff available for this project with details of their training, skills, experience and duties.
 - Proposed site organization including emergency procedures, fire prevention and escape and arrangements for welfare facilities.
 - Review procedures to obtain feedback.
 - Submit: With tender.
- 590 **WASTE MANAGEMENT PLAN**
- Content: Provide details of:
 - Waste Manager responsible for implementing the objectives of the plan. Include name, training and qualifications.
 - Types and quantities of waste to be generated.
 - Resource management options for these wastes including proposals for minimization/ reuse/ recycling.
 - The use of appropriate and licensed waste management contractors.
 - Record keeping procedures.
 - Waste auditing protocols.
 - Demolition plan.
 - Additional requirements: None.
 - Specific limitations for use or disposal of materials: Must be disposed of in accordance with regulatory and statutory requirements.
 - Submit with tender.

A31 PROVISION, CONTENT AND USE OF DOCUMENTS

DEFINITIONS AND INTERPRETATIONS

- 110 **DEFINITIONS**
- Meaning: Terms, derived terms and synonyms used in the preliminaries/ general conditions and specification is as defined below or in the appropriate referenced document.
- 120 **COMMUNICATION**
- Definition: Includes advise, inform, submit, give notice, instruct, agree, confirm, seek or obtain information, consent or instructions, or make arrangements.
 - Format: In writing to the person named in clause A10/140 unless specified otherwise.
 - Response: Do not proceed until response has been received.
- 130 **PRODUCTS**
- Definition: Materials, both manufactured and naturally occurring, and goods, including components, equipment and accessories, intended for the permanent incorporation in the Works.
 - Includes: Goods, plant, materials, site materials and things for incorporation into the Works.
- 135 **SITE EQUIPMENT**
- Definition: All appliances or things of whatsoever nature required in or about the construction for completion of the Works but not materials or other things intended to form or forming part of the Permanent Works.
 - Includes: Construction appliances, vehicles, consumables, tools, temporary works, scaffolding, cabins and other site facilities.
- 145 **CONTRACTOR'S CHOICE**
- Meaning: Selection delegated to the Contractor, but liability to remain with the specifier.
- 150 **CONTRACTOR'S DESIGN**
- Meaning: Design to be carried out or completed by the Contractor and supported by appropriate contractual arrangements, to correspond with specified requirements.
- 155 **SUBMIT PROPOSALS**
- Meaning: Submit information in response to specified requirements.
- 160 **TERMS USED IN SPECIFICATION**
- Remove: Disconnect, dismantle as necessary and take out the designated products or work and associated accessories, fixings, supports, linings and bedding materials. Dispose of unwanted materials. Excludes taking out and disposing of associated pipework, wiring, ductwork or other services.
 - Fix: Receive, unload, handle, store, protect, place and fasten in position and disposal of waste and surplus packaging including all labour, materials and site equipment for that purpose.
 - Supply and fix: As above, but including supply of products to be fixed. All products to be supplied and fixed unless stated otherwise.
 - Keep for reuse: Do not damage designated products or work. Clean off bedding and jointing materials. Stack neatly, adequately protect and store until required by the Employer/ Purchaser or for use in the Works as instructed.
 - Make good: Execute local remedial work to designated work. Make secure, sound and neat. Excludes redecoration and/ or replacement.
 - Replace: Supply and fix new products matching those removed. Execute work to match original new state of that removed.
 - Repair: Execute remedial work to designated products. Make secure, sound and neat. Excludes redecoration and/ or replacement.
 - Refix: Fix removed products.
 - Ease: Adjust moving parts of designated products or work to achieve free movement and good fit in open and closed positions.

- Match existing: Provide products and work of the same appearance and features as the original, excluding ageing and weathering. Make joints between existing and new work as inconspicuous as possible.
- System: Equipment, accessories, controls, supports and ancillary items, including installation, necessary for that section of the work to function.

170 MANUFACTURER AND PRODUCT REFERENCE

- Definition: When used in this combination:
 - Manufacturer: The firm under whose name the particular product is marketed.
 - Product reference: The proprietary brand name and/ or reference by which the particular product is identified.
- Currency: References are to the particular product as specified in the manufacturer's technical literature current on the date of the invitation to tender.

200 SUBSTITUTION OF PRODUCTS

- Products: If an alternative product to that specified is proposed, obtain approval before ordering the product.
- Reasons: Submit reasons for the proposed substitution.
- Documentation: Submit relevant information, including:
 - manufacturer and product reference;
 - cost;
 - availability;
 - relevant standards;
 - performance;
 - function;
 - compatibility of accessories;
 - proposed revisions to drawings and specification;
 - compatibility with adjacent work;
 - appearance;
 - copy of warranty/ guarantee.
- Alterations to adjacent work: If needed, advise scope, nature and cost.
- Manufacturers' guarantees: If substitution is accepted, submit before ordering products.

210 CROSS REFERENCES

- Accuracy: Check remainder of the annotation or item description against the terminology used in the cited section or clause.
- Related terminology: Where a numerical cross-reference is not given the relevant sections and clauses of the specification will apply.
- Relevant clauses: Clauses in the cited specification section dealing with general matters, ancillary products and workmanship also apply.
- Discrepancy or ambiguity: Before proceeding obtain clarification or instructions.

220 REFERENCED DOCUMENTS

- Conflicts: Specification prevails over referenced documents.

230 EQUIVALENT PRODUCTS

- Inadvertent omission: Wherever products are specified by proprietary name the phrase 'or equivalent' is to be deemed included.

240 SUBSTITUTION OF STANDARDS

- Specification to Irish or European Standard: Substitution may be proposed complying with a grade or category within a national standard of another Member State of the European Community or an international standard recognized in Ireland.
- Before ordering: Submit notification of all such substitutions.
- When requested: Submit for verification documentary evidence as detailed in clause A31/200. Any submitted foreign language documents must be accompanied by certified translations into English.

250 CURRENCY OF DOCUMENTS

- Currency: References to published documents are to the editions, including amendments and revisions, current on the date of the Invitation to Tender.

260 SIZES

- General dimensions: Products are specified by their coordinating sizes.
- Timber: Cross section dimensions shown on drawings are:
 - Target sizes as defined in IS EN 336 for structural softwood and hardwood sections.
 - Finished sizes for non-structural softwood and hardwood sawn and further processed sections.

DOCUMENTS PROVIDED ON BEHALF OF EMPLOYER

410 ADDITIONAL COPIES OF DRAWINGS/ DOCUMENTS

- Copies: Two of each contract drawing and contract document will be issued free of charge (not counting any certified copies).
- Additional copies: Issued on request and charged to the Contractor.

440 DIMENSIONS

- Scaled dimensions: Do not rely on.

450 MEASURED QUANTITIES

- Ordering products and constructing the Works: The accuracy and sufficiency of the measured quantities is not guaranteed.
- Precedence: The specification and drawings shall override the measured quantities.

460 THE SPECIFICATION

- Coordination: All sections must be read in conjunction with Main Contract Preliminaries/ General conditions.

DOCUMENTS PROVIDED BY CONTRACTOR/ SUBCONTRACTORS/ SUPPLIERS

555 SUBMISSION OF INFORMATION

- Master programme: Make reasonable allowance, based on information in sections A51 or A52, for completing design/ production information, checking, submission (including requirements under health and safety legislation), comment, inspection, amendment, resubmission and re-inspection.
- Information from Subcontractors/ Suppliers:
 - Obtain in time to meet the programme and in accordance with conditions of nomination where applicable.
 - Check dimensions are correct, account is taken of all related work, and construction is practicable.
 - Note any comments on one copy of the design/ production information, then submit with the required number of additional unmarked copies. Such checking will not relieve the consultant designer or the Subcontractors/ Suppliers of their respective responsibilities for design, co-ordination and documentation.
- Inspection and comments: Maybe marked on one copy and returned to Contractor. This will not relieve the Subcontractors/ Suppliers of their responsibility for design and documentation. Ensure that any necessary amendments are made without delay and resubmit unless it is confirmed that it is not required.
- Final version of information: Distribute copies to all affected parties and keep one copy on site.
- Submit: one copy.

630 TECHNICAL LITERATURE

- Keep on site for reference by all supervisory personnel:
 - Manufacturers' current literature relating to all products to be used in the Works.
 - Relevant IS Standards and Codes of Practice.
- Copies: To be lodged in Building Manual.

640 MAINTENANCE INSTRUCTIONS AND GUARANTEES

- Components and equipment: Obtain or retain copies, register with manufacturer and hand over on or before Practical Completion.

- Emergency call out services: Provide subcontractors' telephone numbers for use after completion.
- Copies: To be lodged in Building Manual.

DOCUMENT/ DATA INTERCHANGE

850 ELECTRONIC DATA INTERCHANGE

- Data: Types and classes of communication: Email, PDF, Word Excel.
- Parties: Between: Employer, Contract Administrator, Engineer, PSDP, Contractor.
- Requirements: None.

A32 MANAGEMENT OF THE WORKS

GENERALLY

- 110 SUPERVISION
- General: Accept responsibility for coordination, supervision and administration of the Works, including subcontracts.
 - Coordination: Arrange and monitor a programme with each subcontractor, supplier, local authority and public service company/ authority. Obtain and supply information as necessary for coordination of the work.
- 120 INSURANCE
- Documentary evidence: Submit details before starting work on site and/ or policies and receipts for the insurances required by the Conditions of Contract.
 - Submit: With tender.
- 130 INSURANCE CLAIMS
- Notice: If any event occurs which may give rise to any claim or proceeding in respect of loss or damage to the Works or injury or damage to persons or property arising out of the Works, immediately give notice to the Employer, the person administering the contract on behalf of the Employer, Project Supervisor Design stage and the Insurers.
 - Failure to notify: Indemnify the Employer against any loss, which may be caused by failure to give such notice.
 - Health and Safety: Advise the HSA of any notifiable occurrence.
- 140 CLIMATIC CONDITIONS
- Information: Record accurately and retain:
 - Daily maximum and minimum air temperatures (including overnight).
 - Delays due to adverse weather, including description of the weather, types of work affected and number of hours lost.
- 150 OWNERSHIP
- Alteration/ clearance work: Materials arising become the property of the Contractor except where otherwise stated. Remove from site as work proceeds.

PROGRAMME/ PROGRESS

- 210 PROGRAMME
- Master programme: Immediately when requested and before starting work on site submit in an approved form a master programme for the Works, which must include details of:
 - Design, production information and proposals provided by the Contractor/ Subcontractors/ Suppliers, including inspection and checking (see section A31).
 - Planning and mobilisation by the Contractor.
 - Earliest and latest start and finish dates for each activity and identify all critical activities.
 - Running in, adjustment, commissioning and testing of all engineering services and installations
 - Work resulting from instructions issued in regard to the expenditure of provisional sums (see section A54)
 - Work by or on behalf of the Employer and concurrent with the Contract (see section A50) the nature and scope of which, the relationship with preceding and following work and any relevant limitations are suitably defined in the Contract Documents.
 - Exclusions: Where and to the extent that the programme implications for work which is not so defined are impossible to assess the Contractor should exclude it and confirm this when submitting the programme.
 - Further information: Submission of programme will not relieve the Contractor of responsibility to advise of the need for further drawings or details or instructions in accordance with the contract.
 - Submit: Two copies.

- 240 **COMMENCEMENT OF WORK**
- Notice: Before the proposed date for commencement of work on site give minimum notice of two weeks.
- 250 **MONITORING**
- Progress: Record on a copy of the programme kept on site.
 - Avoiding delays: If any circumstances arise which may affect the progress of the Works submit proposals or take other action as appropriate to minimize any delay and to recover any lost time.
 - Key Performance Indicators:
 - Details: None.
 - Record progress against each of the KPIs. If performance against KPI falls short of target, submit proposals for remediation.
- 260 **SITE MEETINGS**
- General: Site meetings will be held to review progress and other matters arising from administration of the Contract.
 - Frequency: Every two weeks.
 - Location: Site.
 - Accommodation: Ensure availability at the time of such meetings.
 - Attendees: Attend meetings and inform subcontractors and suppliers when their presence is required.
 - Chairperson (who will also take and distribute minutes): Contract Administrator.
- 265 **CONTRACTOR'S PROGRESS REPORT**
- General: Submit a progress report at least two working days before the site meeting.
 - Content: Notwithstanding the Contractor's obligations under the Contract the report must include:
 - A progress statement by reference to the master programme for the Works.
 - Details of any matters materially affecting the regular progress of the Works.
 - Subcontractors' and suppliers' progress reports.
 - Any requirements for further drawings or details or instructions.
- 270 **CONTRACTOR'S SITE MEETINGS**
- General: Hold meetings with appropriate subcontractors and suppliers shortly before main site meetings to facilitate accurate reporting of progress.
- 280 **PHOTOGRAPHS**
- Number of locations: To be Confirmed.
 - Frequency of intervals: Fortnightly .
 - Image format: Jpeg.
 - Number of images from each location: Amount necessary to identify the works.
 - Other requirements: Fully highlight the extent of the works
- 285 **PARTIAL/ PHASED POSSESSION BY EMPLOYER**
- Clause 32(A) of Conditions of Contract: Ensure all necessary access, services and other associated facilities are also complete.
- 290 **NOTICE OF COMPLETION**
- Requirement: Give notice of the anticipated dates of completion of the whole or parts of the Works.
 - Associated works: Ensure necessary access, services and facilities are complete.
 - Period of notice (minimum): Two weeks.
- 310 **EXTENSIONS OF TIME**
- Notice: When a notice of the cause of any delay or likely delay in the progress of the works is given under the contract conditions, written notice must also be given of all other causes which apply concurrently.
 - Details: As soon as possible submit:
 - Relevant particulars of the expected effects, if appropriate, related to the concurrent causes.

- An estimate of the extent, if any, of the expected delay in the completion of the Works beyond the date for completion.
- All other relevant information required.

CONTROL OF COST

410 CASH FLOW FORECAST

- Submission: Before starting work on site, submit a forecast showing the gross valuation of the Works at the date of each Interim Certificate throughout the Contract period. Base on the programme for the Works.

420 REMOVAL/ REPLACEMENT OF EXISTING WORK

- Extent and location: Agree before commencement.
- Execution: Carry out in ways that minimize the extent of work.

440 MEASUREMENT

- Covered work: Give notice before covering work required to be measured.

450 VERIFICATION CERTIFICATES

- Use: To verify work that is costed on a day by day basis (dayworks).
- Before commencing work: Give reasonable notice to person countersigning verification certificates.
- Content: Before delivery each certificate must be:
 - Referenced to the instruction under which the work is authorized.
 - Signed by the Contractor's person in charge as evidence that the operatives' names, the time daily spent by each and the equipment and products employed are correct.
- Submit: By the end of the week in which the work has been executed.

460 INTERIM VALUATIONS

- Applications: Include details of amounts requested under the Contract together with all necessary supporting information.
- Submission: At least seven days before established dates.

470 PRODUCTS NOT INCORPORATED INTO THE WORKS

- Ownership: At the time of each valuation, supply details of those products not incorporated into the Works which are subject to any reservation of title inconsistent with passing of property as required by the conditions of contract, together with their respective values.
- Evidence: When requested, provide evidence of freedom of reservation of title.

475 PRODUCTS STORED OFF SITE

- Evidence of title: Submit five working days prior to the period of interim certificates stated within the appendix to the contract.
- Include for products purchased from a supplier:
 - A copy of the contract of sale and a written statement from the supplier that any conditions of the sale relating to the passing of property have been fulfilled and the products are not subject to any encumbrance or charge.
- Include for products purchased from a supplier by a subcontractor or manufactured or assembled by any subcontractor:
 - Copies of the subcontract with the subcontractor and a written statement from the subcontractor that any conditions relating to the passing of property have been fulfilled.

480 LABOUR AND EQUIPMENT RETURNS

- Records: Provide for verification at the beginning of each week in respect of each of the previous seven days.
- Records must show:
 - The number and description of craftsmen, labourers and other persons directly or indirectly employed on or in connection with the Works or Services, including those employed by subcontractors.
 - The number, type and capacity of all mechanical, electrical and power-operated equipment employed in connection with the Works or Services

A33 QUALITY STANDARDS/ CONTROL

STANDARDS OF PRODUCTS AND EXECUTIONS

110 INCOMPLETE DOCUMENTATION

- General: Where and to the extent that products or work are not fully documented, they are to be:
 - Of a kind and standard appropriate to the nature and character of that part of the Works where they will be used.
 - Suitable for the purposes stated or reasonably to be inferred from the project documents.
- Contract documents: Omissions or errors in description and/ or quantity shall not vitiate the Contract nor release the Contractor from any obligations or liabilities under the Contract.

120A WORKMANSHIP SKILLS

- Operatives: Appropriately skilled and experienced for the type and quality of work.
- Registration: With SOLAS Construction Skills Certification Scheme or equivalent programme recognized by SOLAS.
- Evidence: When requested, operatives must produce a card containing the following details:
 - Name of the registering body.
 - Registration number.
 - Expiry date.
 - Contact details of issuing body.
 - Holder's name and photograph.

130 QUALITY OF PRODUCTS

- Generally: New. (Proposals for recycled products may be considered).
- Supply of each product: From the same source or manufacturer.
- Whole quantity of each product required to complete the Works: Consistent in kind, size, quality and overall appearance.
- Tolerances: Where critical, measure a sufficient quantity to determine compliance.
- Deterioration: Prevent. Order in suitable quantities to a programme and use in appropriate sequence.

135 QUALITY OF EXECUTION

- Generally: Fix, apply, install or lay products securely, accurately, plumb, neatly and in alignment.
- Colour batching: Do not use different colour batches where they can be seen together.
- Dimensions: Check on-site dimensions.
- Finished work: Not defective, e.g. not damaged, disfigured, dirty, faulty, or out of tolerance.
- Location and fixing of products: Adjust joints open to view so they are even and regular.

140 COMPLIANCE

- Compliance with proprietary specifications: Retain on site evidence that the proprietary product specified has been supplied.
- Compliance with performance specifications: Submit evidence of compliance, including test reports indicating:
 - Properties tested.
 - Pass/ fail criteria.
 - Test methods and procedures.
 - Test results.
 - Identity of testing agency.
 - Test dates and times.
 - Identities of witnesses.
 - Analysis of results.

150 INSPECTIONS

- Products and executions: Inspection or any other action must not be taken as approval unless confirmed in writing referring to:
 - Date of inspection.
 - Part of the work inspected.
 - Respects or characteristics which are approved.
 - Extent and purpose of the approval.
 - Any associated conditions.

160 RELATED WORK

- Details: Provide all trades with necessary details of related types of work. Before starting each new type or section of work ensure previous related work is:
 - Appropriately complete.
 - In accordance with the project documents.
 - To a suitable standard.
 - In a suitable condition to receive the new work.
- Preparatory work: Ensure all necessary preparatory work has been carried out.

170 MANUFACTURER'S RECOMMENDATIONS/ INSTRUCTIONS

- General: Comply with manufacturer's printed recommendations and instructions current on the date of the Invitation to tender.
- Changes to recommendations or instructions: Submit details.
- Ancillary products and accessories: Use those supplied or recommended by main product manufacturer.

180 WATER FOR THE WORKS

- Mains supply: Clean and uncontaminated.
- Other: If proposed, provide evidence of suitability.

SAMPLES/ APPROVALS

210 SAMPLES

- Products or executions: Comply with all other specification requirements and in respect of the stated or implied characteristics either:
 - To an express approval.
 - To match a sample expressly approved as a standard for the purpose.

220 APPROVAL OF PRODUCTS

- Submissions, samples, inspections and tests: Undertake or arrange to suit the Works programme.
- Approval: Relates to a sample of the product and not to the product as used in the Works. Do not confirm orders or use the product until approval of the sample has been obtained.
- Complying sample: Retain in good, clean condition on site. Remove when no longer required.

230 APPROVAL OF EXECUTION

- Submissions, samples, inspections and tests: Undertake or arrange to suit the Works programme.
- Approval: Relates to the stated characteristics of the sample. (If approval of the finished work as a whole is required this is specified separately). Do not conceal, or proceed with affected work until compliance with requirements is confirmed.
- Complying sample: Retain in good, clean condition on site. Remove when no longer required.

ACCURACY/ SETTING OUT GENERALLY

330 APPEARANCE AND FIT

- Tolerances and dimensions: If likely to be critical to execution or difficult to achieve, as early as possible either:
 - Submit proposals; or
 - Arrange for inspection of appearance of relevant aspects of partially finished work.

340 CRITICAL DIMENSIONS

- Critical dimensions: Set out and construct the Works to ensure compliance with the tolerances stated.
- Location: Detailed on drawings in the Section 3 Specification. .

SERVICES GENERALLY

410 SERVICES REGULATIONS

- New or existing services: Comply with the Byelaws or Regulations of the relevant Statutory Authority.

420 WATER REGULATIONS/ BYELAWS NOTIFICATION

- Requirements: Notify Local Authority responsible for the water supply of any work carried out to or which affects new or existing services and submit any required plans, diagrams and details.
- Consent: Allow adequate time to receive all necessary consent before starting work. Inform immediately if consent is withheld or is granted subject to significant conditions.

450 MECHANICAL AND ELECTRICAL SERVICES

- Final tests and commissioning: Carry out so that services are in full working order at completion of the Works.
- Confirmation: All systems must be commissioned in accordance with approved procedures.
- Records: Copies to be lodged in The Building Manual .

SUPERVISION/ INSPECTION/ DEFECTIVE WORK

510 SUPERVISION

- General: In addition to the constant management and supervision of the Works provided by the Contractor's person in charge, all significant types of work must be under the close control of competent trade supervisors to ensure maintenance of satisfactory quality and progress.
- Replacement: Give maximum possible notice before changing person in charge or site agent.

520 COORDINATION OF ENGINEERING SERVICES

- Suitability: Site organisation staff must include one or more persons with appropriate knowledge and experience of mechanical and electrical engineering services to ensure compatibility between engineering and the Works generally.
- Evidence: Submit when requested CVs or other documentary evidence relating to the staff concerned.

540 DEFECTS IN EXISTING WORK

- Undocumented defects: When discovered, immediately give notice. Do not proceed with affected related work until response has been received.
- Documented remedial work: Do not execute work which may:
 - Hinder access to defective products or work; or
 - Be rendered abortive by remedial work.

550 ACCESS FOR INSPECTION

- Removal: Before removing scaffolding or other facilities for access, give notice of not less than one week.

560 TESTS AND INSPECTIONS

- Timing: Agree and record dates and times of tests and inspections to enable all affected parties to be represented.
- Confirmation: One working day prior to each such test or inspection. If sample or test is not ready, agree a new date and time.
- Records: Submit a copy of test certificates and retain copies on site.

610 PROPOSALS FOR RECTIFICATION OF DEFECTIVE PRODUCTS/ EXECUTIONS

- Proposals: Immediately any execution or product is known, or appears, to be not in accordance with the Contract, submit proposals for opening up, inspection, testing, making good, adjustment of the Contract Sum, or removal and re-execution.
- Acceptability: Such proposals may be unacceptable and contrary instructions may be issued.

620 MEASURES TO ESTABLISH ACCEPTABILITY

- General: Wherever inspection or testing shows that the work, materials or goods are not in accordance with the contract and measures (e.g. testing, opening up, experimental making good) are taken to help in establishing whether or not the work is acceptable, such measures:
 - Will be at the expense of the Contractor.
 - Will not be considered as grounds for revision of the completion date.

630 QUALITY CONTROL

- Procedures: Establish and maintain to ensure that the Works, including the work of subcontractors, comply with specified requirements.
- Records: Maintain full records, keep copies on site for inspection, and submit copies on request.
- Content of records:
 - Identification of the element, item, batch or lot including location in the Works.
 - Nature and dates of inspections, tests and approvals.
 - Nature and extent of nonconforming work found.
 - Details of corrective action.

WORK AT OR AFTER COMPLETION

710 WORK BEFORE COMPLETION

- General: Make good all damage consequent upon the work.
- Temporary markings, coverings and protective wrappings: Remove unless otherwise instructed.
- Cleaning: Clean the works thoroughly inside and out, including all accessible ducts and voids. Remove all splashes, deposits, efflorescence, rubbish and surplus materials.
- Cleaning materials and methods: As recommended by manufacturers of products being cleaned, and must not damage or disfigure other materials or construction.
- Minor faults: Touch up in newly painted work, carefully matching colour and brushing out edges. Repaint badly marked areas back to suitable breaks or junctions.
- Moving parts of new work: Adjust, ease and lubricate as necessary to ensure easy and efficient operation, including doors, windows, drawers, ironmongery, appliances, valves and controls.

720 SECURITY AT COMPLETION

- General: Leave the Works secure with, where appropriate, all accesses closed and locked.
- Keys: Account for and adequately label all keys and hand over to Employer with itemized schedule, retaining duplicate schedule signed by Employer as a receipt.

730 MAKING GOOD DEFECTS

- Remedial work: When defect reported, arrange with Contract Administrator.
- Rectification: Give reasonable notice for access to the various parts of the Works.
- Completion: Notify when remedial works have been completed.

A34 SECURITY/ SAFETY/ PROTECTION

SECURITY, HEALTH AND SAFETY

120 EXECUTION HAZARDS

- Common hazards: Not listed. Control by good management and site practice.
- Significant hazards: The design of the project includes the following:
 - Hazard: Live workplace environment, along a main thoroughfare, staff and members of public using the building and walking underneath works area, working at height, falling objects, electrical works.
 - Precautions assumed: In compliance with all safety, health and welfare at work regulations and any other regulatory requirements.
 - Specification reference: Section 2 Schedule of Works, Section 3 Specification, Section 5 Drawings, PSDP's preliminary Health and Safety Plan.
 - Drawing reference: and any other drawings included in the PSDP file.

140 SAFETY AND HEALTH PLAN CONSTRUCTION PHASE

- Submission: Present to the Employer/ Client no later than 1 week prior to start.
- Confirmation: Do not start construction work until the Employer has confirmed in writing that the Safety and Health Plan for the construction stage includes the procedures and arrangements required by the Safety, Health and Welfare at Work (Construction) Regulations.
- Content: Develop the plan from and draw on the Outline Construction Phase Safety and Health Plan, clause A30/570, and the information communicated by the Project Supervisor Design process.

150 SECURITY

- Protection: Safeguard the site, the Works, products, materials, and any existing buildings affected by the Works from damage and theft.
- Access: Take all reasonable precautions to prevent unauthorized access to the site, the Works and adjoining property.
- Special requirements: None.

170 OCCUPIED PREMISES

- Extent: Existing buildings will be occupied and/ or used during the Contract as follows: In use during normal working hour 9am - 5 pm Monday to Friday .
- Works: Carry out without undue inconvenience and nuisance and without danger to occupants and users.
- Overtime: If compliance with this clause requires certain operations to be carried out during overtime, and such overtime is not required for any other reason, the extra cost will be allowed, provided that such overtime is authorized in advance.

180A ACCESS CONTROL

- Controlled areas: TBC on-site.
- Control type: TBC on-site.
- Authorised persons: Submit a list of the names of all persons requiring access together with any other related information reasonably required.
- Return of credentials: When requested or on completion of the work to which the controlled area relates.

210 EMPLOYER'S REPRESENTATIVE SITE VISITS

- Safety: Submit details in advance, to the Employer or the person identified in clause A10/140, of safety provisions and procedures (including those relating to materials, which may be deleterious), which will require their compliance when visiting the site.
- Protective clothing and/ or equipment: Provide and maintain on site for the Employer and the person stated in clause A10/140 and other visitors to the site.

PROTECT AGAINST THE FOLLOWING

- 330 **NOISE AND VIBRATION**
- Standard: Comply with the provisions of the Safety Health and Welfare at Work (General Application) Regulations during the execution of the Works.
 - Percussion tools and other noisy appliances: Do not use without consent during the hours of 9am-5pm.
 - Radios or other audio equipment: Do not use or permit employees to use in ways or at times that may cause nuisance.
- 370 **ASBESTOS CONTAINING MATERIAL**
- Duty: Report immediately any suspected materials discovered during execution of the works.
 - Do not disturb.
 - Agree methods for safe removal or encapsulation.
 - Notification: To the HSA 28 days before any asbestos is removed.
- 371 **DANGEROUS OR HAZARDOUS SUBSTANCES**
- Duty: Report immediately suspected materials discovered during execution of the Works.
 - Do not disturb.
 - Agree methods for safe removal or remediation.
- 380 **FIRE PREVENTION**
- Duty: Prevent personal injury, death, and damage to the Works or other property from fire.
 - Standard: Comply with Joint Code of Practice 'Fire Prevention on Construction Sites', published by Construction Industry Publications and The Fire Protection Association (The "Joint Fire Code").
- 390 **SMOKING ON SITE**
- Smoking on site: Not permitted.
- 400 **BURNING ON SITE**
- Burning on site: Not permitted.
- 410 **MOISTURE**
- Wetness or dampness: Prevent, where this may cause damage to the Works.
 - Drying out: Control humidity and the application of heat to prevent:
 - Blistering and failure of adhesion.
 - Damage due to trapped moisture.
 - Excessive movement.
- 420 **INFECTED TIMBER/ CONTAMINATED MATERIALS**
- Removal: Where instructed to remove material affected by fungal/ insect attack from the building, minimize the risk of infecting other parts of the building.
 - Testing: carry out and keep records of appropriate tests to demonstrate that hazards presented by concentrations of airborne particles, toxins and other micro organisms are within acceptable levels.
- 430 **WASTE**
- Includes: Rubbish, debris, spoil, surplus material, containers and packaging.
 - General: Minimize production. Keep the site and Works clean and tidy.
 - Handling: Collect and store in suitable containers. Remove frequently and dispose off site in a manner approved by the Local Authority by holders of:
 - A waste collection permit issued by the Waste Management Authority.
 - A license issued by the Environment Protection Agency for specified waste recovery and disposal activities.
 - A permit from a local authority or certificate of registration from the EPA/ local authority.
 - Recyclable material: Sort and dispose at a Materials Recycling Facility approved by the

Waste Management Authority.

- Voids and cavities in the construction: Remove rubbish, dirt and residues before closing in.
- Waste transfer documentation: Retain on site.

440 ELECTROMAGNETIC INTERFERENCE

- Duty: Prevent excessive electromagnetic disturbance to apparatus outside the site.

450 LASER EQUIPMENT

- Construction laser equipment: Install, use and store in accordance with IS EN 60825 – 1 and the manufacturer's instructions.
- Class 1 or Class 2 laser equipment: Ensure laser beam is not set at eye level and is terminated at the end of its useful path.
- Class 3A and Class 3B laser equipment: Do not use without approval and subject to submission of a method statement on its safe use.

460 POWER ACTUATED FIXING SYSTEMS

- Use: Not permitted.

PROTECT THE FOLLOWING

510 EXISTING SERVICES

- Confirmation: Notify all service providers, statutory authorities and/ or adjacent owners of proposed works not less than one week before commencing site operations.
- Identification: Before starting work, check and mark positions of utilities/ services. Where positions are not shown on drawings obtain relevant details from service providers, statutory authorities or other owners.
- Work adjacent to services:
 - Comply with service provider's/ statutory authority's recommendations.
 - Adequately protect, and prevent damage to services: Do not interfere with their operation without consent of service providers/ statutory authorities or other owners.
- Identifying services:
 - Below ground: Use signboards, giving type and depth.
 - Overhead: Use headroom markers.
- Damage to services: If any results from execution of the Works:
 - Immediately give notice and notify appropriate service provider/ statutory authority.
 - Make arrangements for the work to be made good without delay to the satisfaction of service provider/ statutory authority or other owner as appropriate.
 - Any measures taken to deal with an emergency will not affect the extent of the Contractor's liability.
- Marker tapes or protective covers: Replace if disturbed during site operations to service provider's/ statutory authority's recommendations.

520 ROADS AND FOOTPATHS

- Duty: Maintain roads and footpaths within and adjacent to the site and keep clear of mud and debris.
- Damage caused by site traffic or otherwise consequent upon the Works: Make good to the satisfaction of the Employer, Local Authority or other owner.

560 EXISTING FEATURES

- Protection: Prevent damage to existing buildings, fences, gates, walls, roads, paved areas and other site features, which are to remain in position during execution of the Works.
- Special requirements: Existing Building .

570 EXISTING WORK

- Protection: Prevent damage to existing work, structures or other property during the course of the work.
- Removal: Minimum amount necessary.
- Replacement work: To match existing.

580 BUILDING INTERIORS

- Protection: Prevent damage from exposure to the environment, including weather, flora, fauna, and other causes of material degradation during the course of the work.
- 600 EXISTING FURNITURE, FITTINGS AND EQUIPMENT
- Protection: Prevent damage or move as necessary to enable the Works to be executed. Reinstall in original positions.
 - Extent: Before work in each room starts the Employer will remove the following:
 - None.
- 620 ADJOINING PROPERTY
- Permission: Obtain as necessary from owners if requiring to erect scaffolding on or otherwise use adjoining property.
- 630 EXISTING STRUCTURES
- Duty: Check proposed methods of work for effects on adjacent structures inside and outside the site boundary.
 - Supports: During execution of the Works:
 - Provide and maintain all incidental shoring, strutting, needling and other supports as may be necessary to preserve stability of existing structures on the site or adjoining, that may be endangered or affected by the Works.
 - Do not remove until new work is strong enough to support existing structure.
 - Prevent overstressing of completed work when removing supports.
 - Adjacent structures: Monitor and immediately report excessive movement.
- 640 MATERIALS FOR RECYCLING/ REUSE
- Duty: Sort and prevent damage to stated products or materials, clean off bedding and jointing materials and other contaminants.
 - Storage: Stack neatly and protect until required by the Employer or for use in the Works as instructed.

A35 SPECIFIC LIMITATIONS ON METHOD/ SEQUENCE/ TIMING

110 SCOPE

- General: The limitations described in this section are supplementary to limitations described or implicit in information given in other sections or on the drawings.

130 METHOD/ SEQUENCE OF WORK

- Specific Limitations: Include the following in the programme:
- 9am- 5pm Monday to Friday. Saturday 8am to 1pm.

140 SCAFFOLDING

- Standing scaffolding: Make available to subcontractors at all times.

170 WORKING HOURS

- Specific limitations: 8am- 5pm Monday to Friday. Saturday 8am to 1pm.

A36 FACILITIES/ TEMPORARY WORK/ SERVICES

GENERALLY

110 SPOIL HEAPS, TEMPORARY WORKS AND SERVICES

- Location: Give notice and details of intended siting.
- Maintenance: Alter, adapt and move as necessary. Remove when no longer required and make good.

ACCOMMODATION

210 ROOM FOR MEETINGS

- Facilities: Provide suitable temporary accommodation for site meetings, adequately heated and lit. The room may be part of the Contractor's own site offices.
- Furniture and Equipment: Provide table and chairs for 10 people.

280 ACCOMMODATION USE/ LOCATION

- Restrictions:
 - Location Building in use for commercial purposes at ground floor and general public and office staff and their clients on the first, second and third floors to the main building and rear return. The ground floor is not in use at present under the rear building, however, should be confirmed with client for storage.
 - Timing: 9am - 5pm Monday - Friday, Saturday opening hours TBC.

TEMPORARY WORKS

340 NAME BOARDS/ ADVERTISEMENTS

- Name boards/ advertisements: Not permitted.

SERVICES AND FACILITIES

410 LIGHTING

- Finishing work and inspection: Provide temporary lighting, the intensity and direction of which closely resembles that delivered by the permanent installation.

420 LIGHTING AND POWER

- Supply: Electricity from the Employer's mains may be used for the Works as follows:
 - Metering: Metered by the Contractor and charged to the Contractor.
 - Point of supply: To be Confirmed .
 - Available capacity: To be Confirmed.
 - Frequency: 50 Hz.
 - Phase: To be Confirmed .
 - Current: Alternating.
- Continuity: The Employer will not be responsible for the consequences of failure or restriction in supply.

430 WATER

- Supply: The Employer's mains may be used for the Works as follows:
 - Metering: Metered by the Contractor and charged to the Contractor.
 - Source: To be Confirmed .
 - Location of supply point: To be Confirmed
 - Conditions/ Restrictions: To be Confirmed
- Continuity: The Employer will not be responsible for the consequences of failure or restriction in supply.

530 BENEFICIAL USE OF INSTALLED SYSTEMS

- Permanent systems: Unless specific permission is given by the Employer and installer, do not use for any purpose other than running in, testing and commissioning.
- Other uses: If permission is given for any other use of a system before Practical Completion of the Works it must be subject to a separate written agreement between the parties

570 PERSONAL PROTECTIVE EQUIPMENT

- General: Provide for the sole use of those acting on behalf of the Employer, in sizes to be specified:
 - Safety helmets to IS EN 397, neither damaged nor time expired. Number required: 2.
 - High visibility waistcoats to IS EN 471 Class 2. Number required: 2.
 - Safety boots with steel insole and toecap to IS EN ISO 20345. Pairs required: 2.
 - Disposable respirators to IS EN 149.FFP1S.
 - Eye protection to IS EN 166.
 - Ear protection - muffs to IS EN 352-1, plugs to IS EN 352-2
 - Hand protection - to IS EN 388, 407, 420 or 511 as appropriate.
 - 2.

A37 OPERATION/ MAINTENANCE OF THE FINISHED WORKS

GENERALLY

105 THE BUILDING MANUAL

- Responsibility: To be produced by The Contractor.
- General: Obtain and provide comprehensive information for owners and users of the completed Works including all buildings and their systems, to enable efficient and safe operation and maintenance.
- Content:
 - Building fabric: Design criteria for contractor designed elements, manufacturer's instructions for cleaning, repair and maintenance of products.
 - Building services: Description and operation of systems, diagrammatic drawings, record drawings, identification of services, product details, equipment settings, maintenance schedules, consumable items, spares and emergency procedures.
 - Documentation: Guarantees, warranties, maintenance agreements, test certificates and reports.
- Specific requirements: None.
- Format: Softcopy and Hardcopy.
- Number of copies: 3.
- Delivery to: Module Group by (date) Completion date of Contract.

210 INFORMATION FOR COMMISSIONING OF SERVICES

- General: Submit relevant drawings and preliminary performance data to enable the building user's staff to familiarize themselves with the installation.
- Time of submission: At commencement of commissioning.

220 TRAINING

- Objective: Before completion, explain and demonstrate to the Employer's maintenance staff the purpose, function and operation of the installations including items and procedures listed in the Safety File.
- Level of training: Competent.
- Operating time: Include a minimum of two days.

230 SPARE PARTS

- General: Before completion submit a priced schedule of spare parts that the Contractor recommends should be obtained and kept in stock for maintenance of the services installations.
- Content: Include in the priced schedule for:
 - Manufacturers' current prices, including packaging and delivery to site.
 - Checking receipts, marking and numbering in accordance with the schedule of spare parts.
 - Referencing to the plant and equipment list in Part 3 of the Safety File.
 - Painting, greasing, etc. and packing to prevent deterioration during storage.
- Latest date for submission: Two weeks before completion.

250 TOOLS

- General: Provide tools and portable indicating instruments for the operation and maintenance of all services plant and equipment (except any installed under Named Subcontracts) together with suitable means of identifying, storing and securing.
- Quantity: Two complete sets.
- Time of submission: At completion.

A40 CONTRACTOR'S GENERAL COST ITEMS: MANAGEMENT AND STAFF

- 110 MANAGEMENT AND STAFF
- Cost significant items: Include all necessary costs in the schedule of works.

A41 CONTRACTOR'S GENERAL COST ITEMS: SITE ACCOMMODATION

- 110 SITE ACCOMMODATION
- Details: Site accommodation required or made/ not made available by the Employer: See section A36.
 - Cost significant items: Include all necessary costs in the schedule of works.

A42 CONTRACTOR'S GENERAL COST ITEMS: SERVICES AND FACILITIES

- 160 SAFETY, HEALTH AND WELFARE
- See clause A34/210.
 - Cost significant items: To be included by contractor.
- 170 STORAGE OF MATERIALS
- Cost significant items: To be included by contractor.
- 180 RUBBISH DISPOSAL
- See clause A34/430.
 - Cost significant items: To be included by contractor.
- 190 CLEANING
- See clause A33/710.
 - Cost significant items: To be included by contractor.
- 210 PROTECTION OF WORK IN ALL SECTIONS
- Cost significant items: To be included by contractor.

A43 CONTRACTOR'S GENERAL COST ITEMS: MECHANICAL PLANT

- 200 ADDITIONAL MECHANICAL PLANT
- Cost significant items:
To be included by contractor

A44 CONTRACTOR'S GENERAL COST ITEMS: TEMPORARY WORKS

- 130 ACCESS SCAFFOLDING
- Cost significant items: To be included by contractor.
- 150 HOARDINGS, FANS, FENCING, ETC.
- Cost significant items: To be included by contractor.
- 170 TRAFFIC REGULATIONS
- Cost significant items: To be included by contractor.

- 200 ADDITIONAL TEMPORARY WORKS
- Cost significant items: To be included by contractor.

A50 WORK/ PRODUCTS BY/ ON BEHALF OF THE EMPLOYER

- 120 PRODUCTS PROVIDED BY/ ON BEHALF OF EMPLOYER
- General: Details of such products are given in the work sections, for fixing as part of the contract. Use for no other purpose than the Works.
 - Handling: Accept delivery, check against receipts and take into appropriate storage.
 - Surplus products: Keep safe and obtain instructions

A52 NOMINATED SUPPLIERS

- 110 PRODUCT PC SUMS
- General: PC sums for products to be obtained from Nominated Suppliers do not include for Main Contractor to fix the product as described in clause A31/160.
 - Fixing allowance: Include in appropriate Work Section.

A53 WORK BY STATUTORY AUTHORITIES/ UNDERTAKERS

- 110 WORK BY LOCAL AUTHORITY
- Item: N/A.
 - Description of work: N/A

A54 PROVISIONAL WORK/ ITEMS

- 210 PROVISIONAL SUMS FOR UNDEFINED WORK
- Item: Unidentified repairs.
 - Description of work: Minor repair works.
 - Provisional Sums: Include See Section 2.
 - Allow for general attendanc

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