

<u>(06-08) PRELIMINARIES</u> <u>PRELIMINARIES & INSURANCES</u> PRELIMINARIES <u>THE PROJECT</u> PROJECT TITLE: Cilimate Action/ Summerwork Projects 2026- Roof replacement, Energy upgrade at St Joesph's Secondary School and St Joseph's convent, Ballybunion. Co. Kerry <u>PARTIES AND CONSULTANTS</u> EMPLOYER: Board of Management, Saint Joseph's Secondary School, Doon Road, Ballybunnion, Co. Kerry. EMPLOYERS REPRESENTATIVE: DMA Architects, Collis Sandes House, Killeen, Tralee, Co. Kerry ARCHITECT: DMA Architects, Collis Sandes House, Killeen, Tralee, Co. Kerry QUANTITY SURVEYOR: Conor O'Donovan & Co, 56 Ard na Li, Tralee, Co. Kerry PROJECT SUPERVISOR DESIGN PROCESS: DMA Architects, Collis Sandes House, Killeen, Tralee, Co. Kerry <u>DRAWINGS</u> SITE VISIT: Tenderers are advised to visit the site prior to tendering. Arrangement for site visit to be made by contacting DMA Architects, Collis Sandes House, Killeen, Tralee, Co. Kerry. 087 6497313, info@dma-architects.ie DRAWINGS: drawings and other documents from which the Bill of Quantities has been prepared are enclosed in Volume A. INSPECTION: drawings and other documents relating to the Contract may be seen by appointment at the offices of the Employers Representative or Quantity Surveyor.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> DESCRIPTION OF WORKS The work covered by the Drawings and Specification include for the energy upgrade works to the school building and convent building at St Joseph's Secondary School, Doon Road, Ballybunnion, Co. Kerry. ACCESS TO AND POSSESSION OR USE OF THE SITE CONTRACTOR ACCESS TO SITE will be restricted to: 1.^access from the existing main road. Maintain and reinstate on substantial completion of the Works. 2.^allow for temporary protection, watching and lighting to the site and buildings, public roads and footpaths. The public roads and footpaths may not be used for the parking of vehicles, storage of materials, location of plant or temporary buildings unless approved by the Employers Representative; these areas shall be maintained in a clean condition with unrestricted access for the public at all times. The public roads, car parks, enclosed service yards, footpaths and landscaped areas may not be used for the parking of vehicles, storage of materials, location of plant or temporary buildings; these areas shall be maintained in a clean condition with unrestricted access for the public at all times. A flag man shall be provided for the duration of the contract to halt pedestrians while site traffic is entering the work area, refer to Architects Drawing. Provide and maintain at all times during the Works clear access to the existing buildings for emergency fire fighting vehicles.				
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(Cont) PRELIMINARIES & INSURANCES (Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE Provide and maintain at all times during the Works emergency access for personnel from the existing buildings via the existing fire escape doors and fire escape routes. Provide and maintain temporary safe fire escape access from the existing buildings subject to alteration. WORKING AREA for the Contractor will be confined to within the areas which are occupied by the proposed site areas and the Contractors compound area, refer to Architects Drawing. CONTRACTORS COMPOUND: the Contractor shall liaise with the Employers Representative to arrange a temporary compound. Maintain and reinstate area on substantial completion of the Works. Allow for temporary access, fencing and hoarding; maintain, alter and adapt as necessary and remove on substantial completion of the Works. The existing services to the existing buildings and site are to be maintained in operation at all times during the Works. SECURITY: consult with the Employers Representative in regard to security matters and comply with their requirements for site security. SITE VISIT: the Contractor must before tendering, ascertain the nature of the site and all local conditions and restrictions likely to affect the execution of the Works. <u>LOCAL LABOUR</u> Persons engaged upon the Works should insofar as practicable and without affecting the efficiency of the work be recruited from the local offices of the National Manpower Service to the extent that the total labour requirement of the contract exceeds the contractor's core workforce.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>CIF PENSION/SICK PAY SCHEME</u> The Contractor shall be a member of and shall comply with all the conditions, obligations and payment contributions of The Construction Industry Federation Pension/Sick Pay Scheme. Satisfactory evidence of Membership of the Scheme is a condition precedent to the award of the Contract. <u>TAX CLEARANCE CERTIFICATE</u> The Contractor will be required to comply with the Tax Clearance Certification Procedures drawn up by the Department of Finance in consultation with the Revenue Commissioners and the Government Contract Committee. It will be a condition of the award of the Contract that the recommended Contractor shall provide a Tax Clearance Certificate in accordance with the Procedures prior to acceptance of tender. <u>FREEDOM OF INFORMATION ACT</u> Information in relation to this tender may be made available on demand in accordance with the Freedom of Information Act 2014. You are asked to consider if any of the information supplied by you should not be disclosed because of its sensitivity. If this is the case, when providing the information you should identify same and specify the reasons for its sensitivity. The Employer will consult with you about sensitive information should it become the subject of a Freedom of Information request.				
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(Cont) PRELIMINARIES & INSURANCES (Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE <u>FORM OF CONTRACT</u> Form of Agreement and Conditions of Contract shall be the PW-CF5 Public Works Contract for Minor Building and Civil Engineering works designed by the Employer. The following Clauses in the above mentioned conditions shall apply to this Contract and the Tenderer shall enter in the money column whatever payments he may require to comply with these clauses (except where otherwise instructed). Amendments are also listed here under. Allow for the obligations, liabilities and services described therein against the headings set out below: 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 works 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				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>Schedule to Contract</u> The completed Schedule to the Contract is included with the Form of Tender. <u>GENERAL CONDITIONS</u> <u>1.0 Basis and Format of Pricing Document / Bill of Quantities</u> Tenderers will be deemed to have made provisions in their tenders for complying with the following: 1.1 The Contractor should note that the Quantities in the pricing document do not form part of the Contract. 1.2 Where quantities are given the Contractor must satisfy himself with regard to the accuracy of the quantities as no post-contract adjustment is possible under the Conditions of Contract. 1.3 The descriptions in the Bill of Quantities will form part of the Specification and Contract. The descriptions should be read in conjunction with the drawings and specification notes. 1.4 Method of Measurement : - In certain instances item descriptions are detailed and amplify on otherwise non-specific description on the drawing's. In general item descriptions are brief and merely seek to identify work and not describe it comprehensively. 1.5. The Contractor must include in his tender for all work shown on the drawing's and or described in the Specification Notes or which can be reasonably inferred therefrom whether or not such work is specifically mentioned in the Bill of Quantities.	Note Note Note Note Note			
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(Cont) PRELIMINARIES & INSURANCES (Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE <u>(Cont) 1.0 Basis and Format of Pricing Document / Bill of Quantities</u> 1.6 A general balancing item is included at the end of each element to allow for all labours, sundries and other items which can reasonably be inferred from the drawing's, Specification Notes and Bill of Quantities. 1.7 One General Plant Item and one Protection item are included in the Preliminaries Section to cover the work in all elements. 1.8 Certain items are staged in categories of over 300 mm or under 300 mm in girth. 1.9 Certain items are grouped together and described as composite items. 1.10 The descriptions of some items are shortened and refer to drawing's which are included in the Tender Documents. 1.11 No unauthorised alterations shall be made by the Contractor in the text of the Specification, drawings or schedule of works and any such alteration will not be recognised and the text as originally prepared will be strictly adhered to. 1.12 Items in the Bill of Quantities shall be priced seperately and not collectively. Should the Contractor deem it unnecessary to price any item then the word "Nil" must be written in the money column opposite the item. The Bill of Quantities must be returned fully priced in a seperate envelope along with your tender.	Note Note Note Note Note Note Note			
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(Cont) PRELIMINARIES & INSURANCES (Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE <u>(Cont) 1.0 Basis and Format of Pricing Document / Bill of Quantities</u> 1.13 Should errors in the computation of the tender be encountered and subject to confirmation by the tenderer of his offer of embodying the errors, an endorsement shall be added to the priced Bill of Quantities that all rates or unit prices are to be considered reduced or increased in the same proportion as the corrected total of the priced items exceed or fall short respectively of the total before correction. 1.14 Pricing: The Contractor at the time of tendering must furnish the Bill of Quantities fully priced in ink in the currency of the Republic of Ireland i.e. Euro <u>IMPLEMENTATION OF SI.9 2014</u> Allow for the obligations, liabilities and services described therein, in the context of the implementation of S.I 9 2014. The Contractor / Builder shall carry out the works in accordance with the contract documents and comply with all statutory requirements including inter alia The Building Control Act, The Building Control Regulations, The Building Regulations, The Safety, Health and Welfare at work (Construction) Regulations and The Construction Products Regulations. As stated in the Schedule, part 1F(ii), Ancillary Certificate's are required from the Contractor or the Contractor's Personnel. The Contractor shall obtain and provide to the Employer's Representative those Ancillary Certificates. This does not limit the Contractor's obligation to provide all necessary consents in accordance with contract sub-clause 2.3.1. Each ancillary certificate shall be given by a competent person to confirm compliance of elements of the building, design or Works with Building Regulations.	Note Note			
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(Cont) PRELIMINARIES & INSURANCES (Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE <u>(Cont) IMPLEMENTATION OF SI.9 2014</u> The Contractor shall co-operate and co-ordinate with the Assigned Certifier through the Employer Representative at all times and shall do the following during the course of the works: ^(a)^accept from the Employer the assignment to build and supervise the building or works and provide/sign the "Undertaking by Builder", statutory forms identified in the Commencement Notice; ^(b)^take careful note of the drawings, specifications and documents lodged with the Commencement Notice or as subsequently uploaded onto the on-line system as the works proceed; ^(c)^plan and agree the execution, inspection milestones, sequence and programme of works with the Employer Representative, & Assigned Certifier in advance of commencement of works; ^(d)^ensure Competent Person(s) are assigned to oversee the general construction works and/or specialist works. The specialist works and associated Assigned Certifiers which the Builder is responsible for are identified on a preliminary basis in the Inspection Notification Framework; ^(e)^co-operate at all times with the Contract Administrator/ Employer Representative, design team, the Assigned Certifier and other Ancillary Certifiers; ^(f)^ensure that the workmanship complies with the requirements of the Building Regulations; ^(g)^ensure that materials which they select and for which they are responsible comply with the requirements of the Building Regulations;				
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(Cont) PRELIMINARIES & INSURANCES (Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE <u>(Cont) IMPLEMENTATION OF SI.9 2014</u> ^(h)^ensure that all products incorporated into the works are properly CE Marked where required in accordance with the Construction Products Regulations 2013 (the CPR 2013). Contractor to ensure compliance with performance criteria specified under the CPR 2013 by the Architect (and others including Engineers, specialist subcontractors etc). At all times contractor to make available on request copy of Declaration of Performance supplied by the Manufacturer for CE Marked products incorporated into the works. Where National Annex requires minimum standards under CPR 2013 Contractor is required to comply with these standards. [A list of these standards is available on http://www.nsai.ie/NSAI/files/b5/b5373a09-08d-5-4e44-963b-1f86adcla558.pdf]; ^(i)^provide written confirmations and supporting documentation at interim payment stages when requested to do so by the Employers Representative; ^(j)^issue a signed statutory form Certificate of Compliance on Completion at handover; ^(k)^promptly provide to the Assigned Certifier, via the Employer Representative, all documents requested by the Assigned Certifier to enable the Assigned Certifier to collate particulars for the purposes of handover and certification, and/or for further submissions to the Building Control Authority; ^(l)^ensure the co-ordination and provision of all test certificates and confirmations to the Assigned Certifier via the Employer Representative, to the satisfaction of the Assigned Certifier;				
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(Cont) PRELIMINARIES & INSURANCES (Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE <u>(Cont) IMPLEMENTATION OF SI.9 2014</u> ^(m)^co-ordinate the work of all specialist sub-contractors and designers to ensure the co-ordination and provision of all test certificates and confirmations to the designated inspectors, or Ancillary Certifiers, who are required to provide Ancillary Completion Certificates, as identified by the Assigned Certifier at any stage during the project. A preliminary list of Ancillary Certifiers are scheduled in the Schedule, part 1F(ii). ^(n)^maintain progress records; ^(o)^comply with the detailed requirements of the Preliminary Inspection Plan and Inspection Notification Framework as issued at tender, and the detailed requirements of the updated Preliminary Inspection Plan and Inspection Notification Framework as co-ordinated and agreed with the Employer Representative and Assigned Certifier prior to the commencement of the works, and as amended during the course of the works; ^(p)^provide/furnish Ancillary Completion Certificates to the Assigned Certifier via the Employer Representative for specialist works with design, using the form of Ancillary Completion Certificate in Volume A.1.2 for specialist sub-contract work as identified in the Preliminary Inspection Plan and Inspection Notification Framework issued at tender and as amended during the course of the works, up to completion; ^(q)^co-operate with the Assigned Certifier, through the Employer Representative in the lodgement of supplementary documentation to the Building Control Authority during the course of the works;				
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(Cont) PRELIMINARIES & INSURANCES (Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE <u>(Cont) IMPLEMENTATION OF SI.9 2014</u> ^(r)^Between 3-5 weeks in advance of a nominated completion date, provide all completed or prospective documentation and confirmations for which the Contractor is responsible for, to the Assigned Certifier through the Employer Representative, to enable the Certificate of Compliance on Completion to be registered with the Building Control Authority in accordance with clause 20F(8) of SI 9 2014. In advance of each interim payment, the Contractor shall provide the following confirmations and documentation relevant to that stage of the construction, to the Assigned Certifier and the Employers Representative: ^^-^A signed original of an Interim Statement of Compliance. ^^-^Copies of the Ancillary Certificates and associated tests or records from the Contractor for works identified in the Inspection Notification Framework that are completed at that stage and which are listed in the Interim Statement of Compliance and as submitted to the Assigned Certifier. No claims for delay and/or compensation events will be entertained under the contract due to: ^^-^delays by the builder in notifying all inspections identified in the Inspection Notification Framework, ^^-^delays in completing builders inspections, ^^-^delays caused by re-inspections or delays in providing Ancillary Completion Certificates, records & back-up documentation as set out this document. The Contractor is to use their best endeavours to minimise any delays in carrying out the scheduled Ancillary Certifier or Contractor inspections identified in the Inspection Notification Framework.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) IMPLEMENTATION OF SI.9 2014</u> Should the Contractor refuse or neglect to provide records, Ancillary Completion Certificates, or any related documentation set-out in the works requirements, the Employer (& 'Owner' for purpose of SI.9 2014) may employ and pay another persons to provide such records, certificates or confirmations and all costs incurred in connection therewith shall be recoverable from the Contractor or may be deducted from any money due or to become due to them, irrespective of the tender/contract price for same. <u>TENDERING</u> <u>MAIN CONTRACT TENDERING</u> ACCEPTANCE: the Employer is not bound to accept the lowest or any tender nor to be responsible for any expenses a Contractor may incur in tendering. <u>PRICING/SUBMISSION OF DOCUMENTS</u> PRICING: the Bills of Quantities must be fully priced in ink. ALTERATIONS AND QUALIFICATIONS to Bills of Quantities must not be made without the written consent of the Quantity Surveyor. Tenders containing such alterations or qualifications may be rejected. UNPRICED ITEMS: costs relating to items which are not priced will be deemed to have been included elsewhere in the Bills of Quantities. ERRORS in priced Bills of Quantities will be dealt with in accordance with the Code of Procedure for Single Stage Selective Tendering Liaison Committee Practice Note 8 Clause 8.5.2 subject to the approval of the Employer. PRELIMINARIES: a fully detailed breakdown of the pricing of preliminaries must be provided on request of the Quantity Surveyor.				
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(Cont) PRELIMINARIES & INSURANCES (Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE <u>PROVISION, USE AND INTERPRETATION OF DOCUMENTS</u> <u>PROVISION AND USE</u> ADDITIONAL COPIES OF DRAWINGS: two copies of drawings (not counting any certified copy of the Contract Drawings) will be issued to the Contractor free-of-charge. Additional copies will be issued on request but will be charged to the Contractor. ADDITIONAL COPIES OF BILLS: after execution of the Contract, two copies of the unpriced Bills of Quantities will be issued to the Contractor in accordance with the Contract. Additional copies will be issued on request if available, but will be charged to the Contractor. DIMENSIONS: do not scale from drawings. Obtain from Architect any dimensions required but not given in figures on the drawings nor calculable from figures on the drawings. METHOD OF MEASUREMENT: The Bill of Quantities is based on the Agreed Rules of Measurement (ARM5) agreed between the Construction Industry Federation; and the Society of Chartered Surveyors in the Republic of Ireland; any significant departures are referred to as they arise. ORDERING OF MATERIALS: do not use the measured quantities for ordering of materials and products. TECHNICAL LITERATURE: copies of the following must be kept on site readily accessible for reference by all supervisory personnel: 1.^Manufacturers literature relating to all products to be used in the Works. 2.^Relevant IS and BS Standards and Codes of Practice.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) PROVISION AND USE</u> MAINTENANCE INSTRUCTIONS AND GUARANTEES provided by product and equipment manufacturers to be handed over to the Employers Representative on or before substantial completion. SUB-CONTRACTORS/SUPPLIER DESIGN AND PRODUCTION INFORMATION: Certain Sub-Contractors/Suppliers will be required to provide design and production drawings and other information. Make reasonable allowance for the time taken in completing such information, checking, inspection by the Employers Representative, and for any subsequent amendment(s), re-submission(s) and re-inspection(s). Take appropriate action to obtain all the information which the Sub-Contractors/Suppliers are required to provide. Thoroughly check on the basis of the information available to you, note any comments, discrepancies and divergences and submit to the Employers Representative. Ensure that any necessary amendments to the information are made in accordance with any comments of the Employers Representative, and re-submit unless the Employers Representative so confirms that this is not necessary. If submitted information differs from the Sub-Contract Documents, each such difference must be the subject of a request of substitution or variation. Should any amendment required by the Employers Representative be considered to involve a variation, notify the Employers Representative without delay and do not proceed until subsequently instructed. Claims for the extra cost of such work, if made after it has been carried out, may not be allowed.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) PROVISION AND USE</u> Obtain final version of all information and submit to the Employers Representative the number of copies required by him. Distribute additional copies of all affected Sub-Contractors and Suppliers, retain copies for your own use and keep at least one copy on site. Ensure that the work is carried out in accordance with the final version. <u>GENERAL DEFINITIONS AND INTERPRETATIONS</u> DEFINITIONS: terms used in the Bill of Quantities shall be defined as follows: IS^^^^^^^^^^^^^^: Irish Standard BS^^^^^^^^^^^^^^: British Standard CP^^^^^^^^^^^^^^: Irish/British Standard ^^^^^^^^^^^^^^Code of Practice FOC^^^^^^^^^^^^^^: Fire Officers Committee ARM^^^^^^^^^^^^^^: Agreed Rules of ^^^^^^^^^^^^^^Measurement Allow^^^^^^^^^^^^: The cost of the Item is ^^^^^^^^^^^^^^at the risk of the ^^^^^^^^^^^^^^Contractor Instructions^^^: Means the instructions in ^^^^^^^^^^^^^^writing of the Architect ^^^^^^^^^^^^^^unless stated otherwise. IIRS/BSI^^^^^^^^: The published documents ^^^^^^^^^^^^^^latest edition of IIRS ^^^^^^^^^^^^^^(Eolas)/BSI documents ^^^^^^^^^^^^^^current at the date of ^^^^^^^^^^^^^^tender will apply unless ^^^^^^^^^^^^^^stated otherwise. Manufacturers^^^Means the manufacturers Recommendations:^recommendations or instructions, printed or in writing and current at the date of tender. IN WRITING: when required to inform, instruct agree, confirm, obtain approval or obtain instructions do so in writing. APPROVAL (and words derived therefrom) means the approval in writing of the Architect unless specified otherwise.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) GENERAL DEFINITIONS AND INTERPRETATIONS</u> OR EQUIVALENT means that products of different manufacture may be substituted if prior approval has been obtained, but the Architect reserves the right to insist on the named product(s). The rates or prices will be held to be based on the product(s) specified, unless agreed otherwise. EQUIVALENT PRODUCTS: Where the specification permits substitution of a product of different manufacture to that specified and such substitution is desired, before ordering the product notify the Architect and, when requested, submit for verification documentary evidence that the alternative product is equivalent in respect of material, safety, reliability, function, compatibility with adjacent construction, availability of compatible accessories and, where relevant, appearance. Submit certified English translations of any foreign language documents. Any proposal for use of an alternative product must also include proposals for substitution of compatible accessory products and variation of details as necessary, with evidence of equivalent durability, function and appearance of the construction as a whole. If such substitution is sanctioned, and before ordering products, provide revised drawings, specification and manufacturer's guarantee as required by the Architect. Whenever products are stated by proprietary name and the phrase or equivalent is not included it is to be deemed included.				
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(Cont) PRELIMINARIES & INSURANCES (Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE <u>DEFINITIONS FOR ALTERATION WORK</u> TO MATCH EXISTING means use products, materials and methods to closely match all visual characteristics and features of the existing work, with joints between existing and new work as inconspicuous as possible, all to approval and to additional specified requirements. REMOVE means remove existing work so described and all associated accessories, fastenings, linings and bedding materials without damaging adjacent work to be retained, and make good. 'Form' or 'cut' openings, etc. means remove as necessary. RE-FIX means: 1.^Carefully remove existing work required to be re-fixed. 2.^Remove fastenings and bedding materials from products/materials and clean and repair as necessary. 3.^Set aside and adequately protect until required. 4.^Re-locate accurately and fix securely using fixing and jointing materials and methods to match existing, or approved alternatives, and make good. 5.^Comply with additional specified requirements. MAKE GOOD means carry out local remedial work, including the following as appropriate and necessary to leave the work sound and neat to approval: 1.^Remove defective parts of existing finishes and components and around any stated features. 2.^Fill, dress down, piece-in, patch, extend existing finishes, make minor repairs and adjustments. 3.^Re-fix or re-stick. 4.^Re-decorate. MAKING GOOD consequent upon alteration, extension and maintenance work is deemed to be included in such items. RENEW means carefully remove existing work and replace:				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) DEFINITIONS FOR ALTERATION WORK</u> 1.^with materials/products identical to those removed or approved substitutes, 2.^using methods similar to those used in constructing the removed work or approved alternatives, 3.^to meet additional specified requirements. FIX ONLY means all labours in unloading, handling, storing and fixing in position including use of all plant. <u>CONTROL OF TIME/QUALITY/COST</u> <u>GENERALLY</u> SUPERVISION: accept responsibility for co-ordination, supervision and administration of the Works, including all Sub-Contracts. Arrange and monitor a programme with each Sub-Contractor, Supplier, Local Authority and Statutory Undertaker and obtain and supply information as necessary for co-ordination of the work. PROTECTION OF THE WORKS: The Contractor shall protect the works, materials and plant and make good any damage caused. The Contractor shall keep finished surfaces clean as work proceeds and protect from dirt, staining and physical damage. The Contractor shall protect the works during construction and as portions reach completion, against any form of damage or deterioration. Such protection shall include coverings, guard rails, temporary heating or other appropriate methods. The Contractor makes good any damage caused by ineffective protection. INSURANCES: before starting work on site submit to the Employers Representative documentary evidence and/or policies and receipts for insurance which are to be taken out by the Contractor				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) GENERALLY</u> INSURANCE CLAIMS: 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, forthwith give notice in writing to the Employers Representative and the Insurers. Indemnify the Employer by the Contractors failure to give such notice. THERMOMETERS: provide on site and maintain in accurate condition: 1.^A maximum and minimum thermometer for measuring atmospheric shade temperature, in an approved location. 2.^A thermometer for measuring concrete and ground temperatures. CLIMATIC CONDITIONS: keep an accurate record of: 1.^Daily maximum and minimum air temperatures (including overnight). 2.^Number of hours per day in which work is prevented by inclement weather. 3.^A monthly record of daily rainfall. The records are to be those obtained from the Meteorological Office Station most appropriate for the Site. <u>PLANNING, PROGRAMMING AND RESOURCES</u> SUBMIT six copies of all programmes etc. to the Employers Representative and keep one copy on site in accordance with Clause 4 of the Main Contract. SITE MEETINGS: hold regular site meetings as necessary for the proper management and co-ordination of the Contract and as required by the Employers Representative. Meetings will normally be held fortnightly. Attend all meetings and inform sub-contractors and suppliers when their presence is required. Notify all consultants. The chair will be taken by the Employers Representative. Minutes will be taken and distributed by the Employers Representative.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) PLANNING, PROGRAMMING AND RESOURCES</u> SUB-CONTRACTORS SITE MEETINGS: hold meetings with appropriate sub-contractors and suppliers shortly before main site meetings to facilitate accurate reporting on progress. ADVERSE WEATHER: use all reasonable and approved building aids and methods to prevent or minimise delays during adverse weather conditions. <u>CONTROL OF QUALITY</u> ACCESS FOR EMPLOYERS REPRESENTATIVE: provide at all reasonable times access to the Works and to other places of the Contractor or Sub-Contractors where work is being prepared for the Contract. PERSON-IN-CHARGE: give maximum possible notice to the Employers Representative before changing the foreman-in-charge or site agent. PHOTOGRAPHS: The Contractor shall keep a digital camera on site for the duration of the works, and shall photograph the progress of the works throughout the contract as directed by the Employers Representative. The Contractor shall hold digital records of all photographs on site for inspection by the Employers Representative and the Design Team as required and shall in addition submit to the Employers Representative, on CD format, digital progress photographs per month of the works taken from locations on or about the site as directed by the Employers Representative.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) CONTROL OF QUALITY</u> SITE SURVEY: The Contractor shall satisfy himself in respect of the dimensions, composition and construction of existing buildings: the Employer will make all available information known to the Contractor, however the Contractor shall make his own enquiries and investigations and shall here take notice that the Employer does not in any way whatsoever warrant the accuracy or sufficiency of the information provided. SAMPLES: where approval of products or materials is specified submit samples or other evidence of suitability. Do not confirm orders or use materials until approval has been obtained. Retain approved samples on site for comparison with products and materials used in the Works. Remove when no longer required. SAMPLES: where samples of finished work are specified obtain approval of stated characteristic(s) before proceeding with the Work. Retain approved samples on site for comparison with the Works. Remove samples which are not part of the finished works when no longer required. COMPLIANCE WITH STANDARDS: In the case of an Irish Standard the presence of an Irish Standard Mark under NSAI licence shall be evidence of compliance. Similar marks issued under licence from E.U. National Authorities shall be deemed likewise. An approved IAB mark in the case of Irish Products or equivalent E.U. National Agreement Board Certificates of EOTA in certification in the case of any product shall be evidence of compliance with the Standard so certified. APPROVALS: where and to the extent that products, materials or work are specified to be approved or the Employers Representative instructs or required that they are to be approved, the same must be supplied and executed to comply with all other requirements in respect of the stated or implied characteristics either:				
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(Cont) PRELIMINARIES & INSURANCES (Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE <u>(Cont) CONTROL OF QUALITY</u> 1.^to the express approval of the Employers Representative or 2.^to match a sample expressly approved by the Employers Representative as a standard for the purpose. APPROVALS: inspection or any other action by the Employers Representative must not be taken as approval of materials, products or work unless the Employers Representative so confirms in writing in express terms referring to: 1.^date of inspection 2.^part of the work inspected 3.^respects or characteristics which are approved 4.^extent and purpose of the approval 5.^any associated conditions MANUFACTURER'S INSTRUCTIONS: The Contractor shall ensure that the manufacturers' instructions and other information are at the site whilst the related work is being executed and shall retain these documents and upon completion of the works hand these instructions over to the Employers Representative in suitable folders together with a contents list. Should manufacturer's instructions and the specification be at variance, the Contractor shall obtain instructions from the Employers Representative in writing and shall proceed accordingly. DEFECTS IN EXISTING WORK to be reported to the Employers Representative without delay. Obtain instructions before proceeding with work which may: 1.^cover up or otherwise hinder access to defective construction, or 2.^be rendered abortive by the carrying out of remedial work. EXISTING FINISHES: the extent of which existing finishes are renewed must be agreed with the Employers Representative before the work is started. Remove existing finishes in ways which will minimise the amount of removal and renewal.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) CONTROL OF QUALITY</u> DEFECTIVE WORK: as soon as possible after any part of the work is known or suspected to be defective, submit proposals to the Employers Representative for opening up, inspection, further testing, making good or removal and re-execution and obtain instructions. Wherever inspection or testing shows that the work is not in accordance with the Contract and measures (e.g. testing, opening up, experimental making good) are taken to establish the acceptability of the work, such measures: 1.^will be at the expense of the Contractor, and 2.^will not be considered as grounds for extension of time. <u>CONTROL OF COST</u> MEASUREMENTS: give reasonable notice to the Quantity Surveyor before covering up work which the Quantity Surveyor requires to be measured. LABOUR RECORD: provide each week for verification by the Employers Representative a record showing the number and description of craftsmen, labourers and other persons employed on or in connection with the Works on each day of that week. PLANT RECORD: provide each week for verification by the Employers Representative a record showing the number, type and capacity of all mechanical and power-operated plant employed on the Works on each day of that week. LEVELS: if the Contractor is of the opinion that existing ground levels vary from those shown on the drawings he shall immediately seek instructions and clarifications from the Employers Representative. Failure by the Contractor to comply with this requirement will be taken as confirmation that there is no divergence between existing levels and those shown on the drawings.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) CONTROL OF COST</u> CASH FLOW FORECAST: The Contractor shall, within 10 days of the acceptance of his tender, submit to the Employers Representative a cash flow forecast based on the Tender Programme and amended in due course to the Contract Programme. The Contractor shall review the cash flow forecast and incorporate a current review on a running column basis at each valuation, a copy of which will be returned to the Employers Representative forthwith. <u>SECURITY/PROTECTION/RESTRICTIONS</u> <u>GENERALLY</u> USE OF SITE: do not use the site for any purpose other than carrying out the Works. ADVERTISING: do not display or permit advertisements to be displayed on the site without consent of the Employers Representative. WORKING HOURS: no work is to be executed outside normal working hours without the prior consent of the Employers Representative. Should the working of overtime be necessary in order to complete the Works by the date agreed, no extra payment to the Contractor will be allowed for same except as may be required by the Conditions of Contract. Working hours shall be from 8.30 to 5.45 pm only. Please note it would be possible to utilise the fire escape for access / etc, through amending slightly the lock mechanism on the fire escape door - there is a panic release type lock on this door presently, i.e. can open the door from the inside and not the outside - if the successful Contractor puts a new locking mechanism on this door, so that it still works as a panic lock from the inside, but is also key operated from the outside - this would allow the Contractor secured access separate from reception - allow for same if required.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) GENERALLY</u> OCCUPIED PREMISES: existing and adjacent buildings will be occupied and used during the Contract. Carry out the Works without undue inconvenience and nuisance and without danger to occupants and users. ADEQUATELY PROTECT all parts of the Works. Wherever work is of an especially vulnerable nature or is exposed to abnormal risks, provide special protection to ensure that damage does not occur. PROTECTION OF THE WORKS: protect all sections of the Works and hand over in perfect condition. SITE ADMINISTRATION AND SECURITY: adequately safeguard the site, products, materials, plant, the Works and any existing buildings affected by the Works from damage and theft. Take all reasonable precautions to prevent unauthorised access to the site, the Works and adjoining property. STABILITY: accept responsibility for the stability and structural integrity of the Works during the Contract and support as necessary. Prevent overloading. Details of design loads may be obtained from the Employers Representative. <u>PROTECT AGAINST THE FOLLOWING</u> EXPLOSIVES: do not use. NOISE: fit all compressors, percussion tools and vehicles with effective silencers of a type recommended by manufacturers of the compressors, tools or vehicles. FIRE: take all necessary precautions to prevent personal injury, death and damage from fire. NUISANCE: take all necessary precautions to prevent nuisance from smoke, dust, rubbish and other causes.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) PROTECT AGAINST THE FOLLOWING</u> WATER: prevent damage from storm and surface water (Items for keeping the site excavations free of water are given elsewhere). MOISTURE: prevent the work from becoming wet or damp where it may cause damage. Dry out the Works thoroughly. Control the drying and humidity of the Works and the application of heat to prevent: 1.^Blistering and failure of adhesion 2.^Damage due to trapped moisture 3.^Excessive movement. RUBBISH: remove rubbish and debris daily and keep the site and Works clean and tidy. <u>PROTECT THE FOLLOWING:</u> EXISTING SERVICES: 1.^Notify all service authorities of proposed works not less than one week before commencing site operations. 2.^Before starting work check positions of existing services. 3.^Observe local and/or service authorities recommendations for work adjacent to existing services. 4.^Adequately protect, uphold, maintain and prevent damage to all services. Do not interfere with their operation without consent of the service authorities or private owners, or the Employers Representative as appropriate. 5.^If any damage to services results from the execution of the Works, notify the Employers Representative and appropriate service authority. Make arrangements for the work to be made good without delay to the satisfaction of the service authority or private owner as appropriate. 6.^Replace any marker tapes or protective covers disturbed during site operations to the service authorities recommendations.				
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(Cont) PRELIMINARIES & INSURANCES (Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE <u>(Cont) PROTECT THE FOLLOWING:</u> ROADS AND FOOTPATHS: ensure that no damage beyond fair wear and tear is caused by site traffic to roads and footpaths outside the site boundaries. Adequately maintain approaches to the site and keep clear of mud and debris. Provide, erect, maintain and remove on completion of the Works a temporary vehicle and plant wheel washing facility complete with plumbing services and drainage. The wheel wash shall be located in a location to be agreed with the Employers Representative. The Contractor shall permanently man the wheel wash and shall be responsible for washing all vehicles and plant clean of mud and the like before they leave the site. The wheel wash shall be installed and commissioned at the commencement of the Works and shall be maintained in operation until the substantial completion of the Works. EXISTING FEATURES: prevent damage to existing buildings, fences, gates, walls, roads, paved areas and other site features which are to remain in position during the execution of the Works. EXISTING PROPERTY: prevent damage to existing property and contents undergoing alteration or extension. ADJOINING PROPERTY: take all reasonable precautions to prevent damage to adjoining property. EXISTING STRUCTURES: provide and maintain during the execution of the Works all shoring, strutting, needling and other supports as may be necessary to preserve the stability of existing structures on the site or adjoining, that may be endangered or affected by the Works.				
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(Cont) PRELIMINARIES & INSURANCES (Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE <u>EMPLOYERS RESTRICTIONS</u> TAKE all measures necessary to confine construction activities to, and prevent all personnel from trespassing beyond the site area which is allocated to Contractor. Indemnify the Employer against all claims arising in respect of trespass. CONTRACTORS WORKPEOPLE shall be prohibited from unauthorised access to the Teagasc buildings and areas outside the Contractors site working areas. Failure to observe this restriction shall result in the immediate and permanent removal from the site by the Contractor of the workpeople concerned. BURNING of rubbish etc., on the site will not be permitted. The Contractor shall keep readily available adjacent to the Works in locations approved by the Employers Representative not less than five portable fire extinguishers maintained in efficient working order at all times. Adequate notices covering the above requirements shall be posted on site by the Contractor. RODENT CONTROL: allow for adequate regular rodent control on site by a specialist rodent control firm for the duration of the Works. A WORKING HOURS: Normal working hours from Monday to Friday are to be maintained. <u>FACILITIES/TEMPORARY WORKS/SERVICES</u> <u>GENERALLY</u> LOCATIONS: inform the Employers Representative of the intended siting of all soil heaps, temporary works and services. ATTENDANCE: provision of temporary works and Specialists, public bodies and others will be limited to items deemed included in general and other attendances.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) GENERALLY</u> STATUTORY OBLIGATIONS: allow for measures necessary to control noise, pollution and comply with all other statutory obligations particularly as required elsewhere in this section. TRAFFIC REGULATIONS: allow for measures necessary to ensure compliance. <u>EMPLOYER CONDITIONS</u> 1.^No storage of materials which would give rise to emissions to air or water shall be stored on site unless otherwise agreed in writing by the Employers Representative. No noise or vibration, odours, fumes or effluents liable to give rise to reasonable cause for complaint by occupants of properties in the vicinity shall be permitted to emanate from the site. 2.^Waste generated on site during the course of construction shall be disposed off site to licenced waste disposal facilities by licenced disposal contractors. 3.^During the course of construction works, the Contractor shall provide on site covered skip/s or other suitable receptacles for the deposit therein of all rubbish, litter, paper, packaging, rubble and other such material arising from the Works. The Contractor shall ensure that the site and its environs are maintained at all times in a clean and tidy condition. Under no circumstances shall waste be burnt on site. 4.^Any oil tanks to be kept on site shall be banded to 110% of its effective volume. Walls and base of bund shall be water tight construction and impervious to the passage of oil. 5.^Hydraulic oils shall be kept on an impervious hardstand area where in the event of spillage such spillage can be contained and safely disposed of.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) EMPLOYER CONDITIONS</u> 6.^The use of weed killer, pesticides and chemical fertiliser is not permitted at any stage. Existing hedgerows, trees and shrubs on site shall be preserved is so far as practicable. <u>FACILITIES/TEMPORARY WORKS/SERVICES</u> <u>GENERALLY</u> LOCATIONS: inform the Employers Representative of the intended siting of all soil heaps, temporary works and services. ATTENDANCE: provision of temporary works and services for Specialist Sub-Contractors, public bodies and others will be limited to items deemed included in general and other attendances. STATUTORY OBLIGATIONS: allow for measures necessary to control noise, pollution and comply with all other statutory obligations particularly as required elsewhere in this section. TRAFFIC REGULATIONS: allow for measures necessary to ensure compliance. A USE OF EXISTING FACILITIES:The Contractor will be afforded the use of the existing toilet facilities and shall ensure that they are left in a satisfactory condition. <u>SAFETY, HEALTH AND WELFARE</u> SAFETY, HEALTH AND WELFARE: allow for measures necessary to ensure compliance with enactments, regulations, working rules, trade union agreements etc. relating to safety, health and welfare of work people and visitors to the site. The Bill of Quantities is not a design document for the purposes of S.1. No.138 of 2006.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) SAFETY, HEALTH AND WELFARE</u> Comply with the Safety Health and Welfare at Work Acts and Regulations current at the date of tender. Comply with the requirements of the Project Supervisor (Construction) and include for all co-operation, the supply of additional information and resources, and all other matters to ensure that the Project Supervisor (Construction) can fulfill his function as defined in Clause 6 of the Safety, Health and Welfare at Work (Construction) Regulations 2006: 1.^provide for all costs in complying with the requirements of the Regulations and of the Project Supervisor for the Construction Stage. 2.^ensure that all Sub-Contractors and Suppliers comply with the requirements of the Regulations and of the Project Supervisor for the Construction Stage. The Contractor shall be appointed by the Employer under a collateral agreement to the main contract as Project Supervisor for the Construction Stage in respect of the project pursuant to the Safety Health and Welfare at Work (Construction) Regulations 2006. The Contractor shall include all costs for the provision of the services of Project Supervisor for the Construction Stage pursuant to Regulations 6 and 7 of the Regulations. The Contractor shall include for procuring that the insurance cover required to be obtained and maintained by the Contractor pursuant to Clause 3 of the Main Contract shall provide indemnity in respect of any claim for death, bodily injury or property damage which the Contractor may incur by reason of the performance of the functions and duties of the Project Supervisor for the Construction Stage of the project.				
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(Cont) PRELIMINARIES & INSURANCES (Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE <u>(Cont) SAFETY, HEALTH AND WELFARE</u> Provide all necessary information as requested by the Project Supervisor for the Construction Stage to enable the preparation and completion of the Safety File excluding those drawings and specifications which shall be provided by the appropriate member of the design team. SAFETY FILE: The Safety File will contain but shall not be restricted to the following: 1.^Summary document detailing main features of building and structure and specific safety aspects all referred to detailed specification drawings O & M files etc. 2.^The most recent revisions of construction drawings of the structure or structures. 3.^Specifications detailing methods of construction. 4.^Specifications detailing fire safety features. 5.^As built drawings showing services in the structures including wiring, plumbing, gas etc. 6.^As built drawings showing the layout of services outside the structures including wiring, plumbing, gas etc. 7.^Any information available on materials used which are known to be hazardous. 8.^Instructions for routine maintenance especially where it may require particular safety measures. 9.^Maintenance manuals for all plant and equipment installed. 10.^Names and addresses of suppliers of various important elements in structures (such as windows, balconies, handrails, fire alarm etc.) Provide adequate protective clothing and safety equipment for the representatives of the Employer and Consultants. These shall include, but are not limited to, the following: 1.^6 sets of good quality, waterproof, coats and pants. These shall not contain advertising names.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) SAFETY, HEALTH AND WELFARE</u> 2.^6 pairs of waterproof boots of a safety type. 3.^6 safety helmets. 4.^use of safety harness, gas protector, emergency breathing apparatus as required for inspection purposes. Provide and maintain a supply of twelve safety helmets for visitors. <u>TEMPORARY WORKS</u> ROADS: provide as necessary all temporary roads, tracks, crossing and hardstanding required for use by Contractor, sub-contractors, suppliers and public bodies. TEMPORARY OPENINGS FOR ACCESS: obtain approval of proposals before starting work. ACCOMMODATION: provide as necessary temporary sheds, offices, messrooms, sanitary accommodation and other temporary buildings required for your own use and domestic sub-contractors use. Thoroughly clean area used for location of accommodation, make good and leave in unimpaired condition on substantial completion of the Works. ROOM FOR MEETINGS: provide suitable temporary accommodation for site meetings and Consultants other meetings, adequately heated and lit, with table and chairs for twelve people. The room may be part of the Contractor's own site offices. SANITARY ACCOMMODATION: connect the temporary sanitary and washing facilities to the existing foul sewer drainage outside the Contractors compound area; the location of the temporary connection is to be agreed jointly with the Employers Representative and Employer. Comply with the Health Authority's standards. The use of dry closets will not be permitted. Make good existing facilities on substantial completion of the Works.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) TEMPORARY WORKS</u> FACILITIES: the Contractors and Sub-Contractors workpersons may not use the adjacent canteen or toilet facilities. PROTECTION: provide temporary fencing, hoardings, screens, fans, planked footways, guard rails, gantries and the like as may be necessary for protecting the public and others, for the proper execution of the Works and for meeting the requirements of any Local or other Authority. SCAFFOLDING: provide as necessary for the execution of the Works. Ensure that standing scaffolding is erected early enough and/or late enough to suit the programmes of Sub-Contractors. <u>TEMPORARY SERVICES</u> TELEPHONES: provide temporary facilities for your own and sub-contractors use. FACSIMILE: provide temporary facilities for your own and sub-contractors use. WATER: provide clean, fresh water for the Works and make temporary arrangements for storing and distributing about the site. Ascertain independently the available capacity, source, location and supply point and pay all costs. The existing ring watermain adjacent to the site may be used subject to the Contractor paying all costs and to there being no disruption to the existing water supply. LIGHTING AND POWER: provide electricity and all equipment for lighting and power for the Works and make temporary arrangements for distributing about the site. Ascertain independently the available voltage, type of supply, location of supply point and pay all costs. The existing electricity supply may not be used by the Contractors.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) TEMPORARY SERVICES</u> THE PERMANENT HEATING INSTALLATION may not be used for any purpose other than testing. THE PERMANENT ELECTRICAL INSTALLATION may not be used for any purpose other than testing. THE PERMANENT LIFT INSTALLATION may not be used for any purpose other than testing. <u>LABOUR/PLANT</u> PLANT COSTS: provide all plant, tools and vehicles for the execution of the Works: 1.^bring to site and remove on completion. 2.^maintain on site for the duration of the Works. TRANSPORT: provide for transport for work people. DISBURSEMENTS: provide for all disbursements arising from the employment of work people. <u>WORK SUBJECT TO INSTRUCTION</u> SUPERVISION: accept responsibility for the co-ordination, supervision and administration of all Sub-Contracts. Arrange and monitor a programme with each Sub-Contractor, Supplier, Local Authority, Statutory Undertaker or other organisation engaged upon the work concurrent with the Contract, obtain and supply information as necessary for co-ordination of the Works. GENERAL ATTENDANCE: allow for general attendance on Sub-Contractors as defined in ARM Clause B4w. SPECIAL ATTENDANCES: The definition of the following terms for "special attendance" shall include the following:				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) WORK SUBJECT TO INSTRUCTION</u> SPECIAL SCAFFOLDING: shall include for providing, erecting and dismantling scaffolding and planking or equivalent beyond that required for the Contractors own use to enable the Sub-Contractors to execute their work. UNLOADING: shall include for unloading, hoisting or lowering to the various required floor levels and placing within reasonable proximity of their final positions of all plant and materials. SINGLE-PHASE POWER: shall include for the provision of a single-phase electric power supply with socket outlets in positions reasonably adjacent to the work, the cost of all power and free use of power to temporary accommodation. THREE-PHASE POWER: shall include for the provision of a three-phase electric power supply in positions reasonably adjacent to the work to enable connection to motors to be made and the cost of all power. BUILDERS WORK: ascertain from the Sub-Contractors all particulars relating to their works in regard to the positions in which chases, holes, mortices and similar items which will be required to be formed or left before the work is put in hand. No claim will be considered for the extra cost of cutting away work already built in consequence of any neglect on the part of the Contractor to ascertain these particulars beforehand. <u>SPECIFICATION: THE WORKS GENERALLY</u> <u>MATERIALS AND WORK GENERALLY</u> GOOD PRACTICE: where and to the extent that materials, products and workmanship are not fully specified they are to be: 1.^Suitable for the purpose of the Works stated in or reasonably to be inferred from the Contract Documents and				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) MATERIALS AND WORK GENERALLY</u> 2.^in accordance with good building practice, including the relevant provisions of current IS and BS documents. MANUFACTURERS RECOMMENDATIONS: 1.^Handle, store, prepare and use or fix each product in accordance with the manufacturers printed or written recommendations/instructions. Inform the Employers Representative if these conflict with any other specified requirement. 2.^The recommendations/instructions are those which are current ten working days before the date of tender. If they change between tender and construction inform the Employers Representative and obtain instructions before ordering materials or starting work. 3.^Submit copies to the Architects when requested. STANDARDS: Products/materials which are specified to comply with an IS or equivalent shall either be certified as complying with the Irish Standard Specification appropriate to the product/material in accordance with the Irish Standard Mark Licensing Scheme run by the National Standards Authority of Ireland on behalf of the Eolas/Institute of Industrial Research and Standards and shall bear the Irish Standard Mark or shall be certified to an international standard or a national standard of another Member State of the European Community which provides an equivalent guarantee of safety and suitability. Manufacturers' or suppliers' certificates of compliance with the Standard shall be provided when requested by the Employers Representative. SUPERVISION: in addition to the constant management and supervision of the Works provided by the Contractors 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.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) MATERIALS AND WORK GENERALLY</u> PRODUCTS TO BE NEW unless otherwise specified. Ensure that the whole quantity of each product and material required to complete the work is of consistent kind, size, quality and overall appearance. Handle, store, and fix products with care to ensure that they are not damaged when incorporated into the work. SINGLE SOURCES: where a choice of manufacturer or source of supply is allowed for any particular product or material, the whole quantity required to complete the work must be of the same type, manufacturer and/or source. Do not change without approval. Provide written evidence of sources of supply when requested by the Employers Representative. TESTING MATERIALS: provide all apparatus, materials and transport required for testing and include for all costs other than the nett charges of the Testing Authority for the actual tests. Allow for testing materials by an independent authority(s) approved by the Employers Representative. <u>ACCURACY/SETTING OUT</u> TOLERANCES: unless specified otherwise construct the Works to levels of accuracy so that in relation to BS 5606 Tables 2 and 3. 1.^all achieved sizes fall within the permissible deviations, and 2.^approximately two thirds of achieved sizes fall within one third of the permissible deviations. APPEARANCE AND FIT:				
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(Cont) PRELIMINARIES & INSURANCES (Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE <u>(Cont) ACCURACY/SETTING OUT</u> 1.^Arrange the setting out, erection, juxtaposition of components and application of finishes (working within the practical limits of the design and the specification) to ensure that there is satisfactory fit at junction and that the finished work has a well aligned, true and regular appearance. 2.^Wherever satisfactory accuracy, fit and/or appearance of the work are likely to be critical or difficult to achieve, obtain approval of proposals of the appearance of the relevant aspects of the partially finished work as early as possible. NON-COMPLIANCE: work which fails to meet the specified levels of accuracy, appearance and fit must not be rectified without approval. Submit proposals for such rectification and meet all costs arising, including the effects on other work. Allow for the possibility that approval will not be given, necessitating removal and replacement of the work. SETTING OUT: submit details of methods and equipment to be used in setting out the Works. SETTING OUT: check the levels and dimensions of the site against those shown on the drawings and record the results on a copy of the drawings. Notify Employers Representative in writing of any discrepancies and obtain instructions before proceeding. SETTING OUT: inform Employers Representative when overall setting out is complete and before commencing construction. INSTRUMENTS: provide instruments and assistance for checking the setting out and levels.				
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<u>(Cont) PRELIMINARIES & INSURANCES</u> <u>(Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE</u> <u>(Cont) ACCURACY/SETTING OUT</u> RECORD DRAWINGS: record details of all grid lines, setting out stations, bench marks and profiles on the site throughout the contract and hand to Employers Representative on completion. <u>SERVICES</u> SERVICES REGULATIONS: any work carried out to or which affects new or existing services must be in accordance with the Bye Laws or Regulations of the relevant Statutory Authority and entirely to their inspectors satisfaction. CUTTING FOR SERVICES to be the minimum necessary. Obtain prior approval of sizes and locations. CONCEALED SERVICES: to facilitate location for maintenance and repair, positions of concealed service runs to be clearly marked in unobtrusive locations to approval. MECHANICAL AND ELECTRICAL SERVICES to have final tests and commissioning carried out so that they are in full working order at substantial completion. <u>WORK AT COMPLETION/MAKING GOOD DEFECTS</u> MAKE GOOD all damage consequent upon the work. REMOVE all temporary markings, coverings and protective wrappings unless otherwise instructed. CLEAN the Works thoroughly inside and out, remove all splashes, deposits, efflorescence, rubbish and surplus materials consequent upon the execution of the Works. CLEANING: 1.^Cleaning materials and methods to be as recommended by manufacturers of product being cleaned.				
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(Cont) PRELIMINARIES & INSURANCES (Cont) ACCESS TO AND POSSESSION OR USE OF THE SITE <u>(Cont) WORK AT COMPLETION/MAKING GOOD DEFECTS</u> 2.^In the absence of such recommendations, cleaning materials and methods to be approved by the Employers Representative. PAINTED SURFACES: touch up minor faults in newly painted work, carefully matching colour and crushing out edges. Repair badly marked areas back to suitable breaks or junctions. MOVING PARTS: adjust, ease and lubricate moving parts of new work as necessary to ensure easy and efficient operation, including doors, windows, drawers, ironmongery appliances and controls. SECURITY AT COMPLETION: leave the Works secure with all access's locked. Account for and adequately label all keys and hand over to Employer with itemised schedule, retaining duplicate schedule signed by Employer as receipt. MAKING GOOD DEFECTS: make arrangements with Employers Representative and give reasonable notice of the precise dates for access to the various parts of the Works for the purpose of making good defects. Inform Employers Representative when remedial works to the various parts of the Works are completed. Other Items A Provide for all labour, materials, plant and all items which in the tenderers opinion are not specifically allowed for in this section of the works but which can be reasonably inferred from a site inspection and the works requirements as being necessary for the execution and completion of the works. - (List items below)	Item			
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SUMMARY (06-08) PRELIMINARIES TOTAL AMOUNT TO FORM OF TENDER Note: This Bill of Quantities contains pages numbered 1/1 to 1/44.		Page No. 1/44		
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