

Trade	Garage Doors	Revision	A
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**Project Overview:**  
Brief overview of the project, site or phase providing relevant information

A. Product Selector				
<u>Products must be purchased through our Group National Suppliers.</u>				
Code	Item	Included	Product Selector Item	Product
A	1	✓	Garage doors: Primary Contact	<b>Hormann (Manufacturer)</b> : Paul Tulley - p.tulley.lei@hormann.co.uk  <b>Chamberlain Doors (Supply &amp; Fit)</b> : Karen Diggle - karend@chamberlaindoors.co.uk  <b>Hormann (Manufacturer)</b> : Wolfgang Gorner - w.gorner.lei@hormann.co.uk  <b>Chamberlain Doors (Supply &amp; Fit)</b> : Jamie Hampson - jamieh@chamberlaindoors.co.uk
A	2	✓	Garage doors: Secondary Contact	

B. Key Information				
Code	Item	Included	Scope of Works Item	
Quality & Compliance				
B	1	✓	Supply garage doors, labour, materials, tools, equipment and fixings in accordance with the relevant site specific drawings, details, schedules and below details:	
B	2	✓	Materials and workmanship to comply to current:	
B	2.1	✓	<a href="#">NHBC standards and recommendations.</a>	
B	2.2	✓	<a href="#">British standards code of practice</a>	
B	2.3	✓	<a href="#">TW UK Construction Specification and details</a>	
B	2.4	✓	<a href="#">Framework Agreement</a>	
B	2.5	✓	<a href="#">House type working drawings</a>	
B	2.6	✓	<a href="#">Standard details</a>	
B	2.7	✓	<a href="#">Manufacturers' instructions,</a>	
B	2.8	✓	<a href="#">TW Customer Quality Approach (CQA) document,</a>	
B	2.9	✓	<a href="#">TW Production Manual,</a>	
B	2.10	✓	<a href="#">Current TW Health &amp; Safety Manual.</a>	
B	2.11	✓	<a href="#">National Sales Tiered Standard Specification</a>	
B	2.12	✓	<a href="#">Customer Service Policy for contractors and suppliers</a>	
B	3	✓	If there is a conflict between building regulations, British standards, NHBC guidelines and TW UK construction specification. The contractor is to contact and confirm with the TW BU Technical department prior to installation.	
B	4	✓	You must provide supervision and ensure all works are fully checked and completed prior to offering to Taylor Wimpey Site management. TW Build Quality Checklist (BQC) must also be signed by the contractor and TW.	
B	5	✓	Contractor is not permitted to vary the design without first obtaining prior written approval from the regional technical teams.	
B	6	✓	The contractor to examine the drawings and specifications, and any questions should be raised prior to contract start.	
B	7	✓	It is essential that the Contractor liaises with all other trades associated with the Works to ensure details are constructed correctly and appropriately prior to following work being carried out.	
B	8	✓	Garage door to be left fully operational with keys or manufacturers' instructions to be left with the site management team.	
C. HSE				
C	1	✓	Please refer to the HSE Manual.	
D. Materials & Logistics				
D	1	✓	The subcontractor will be responsible for all material handling applicable to their trade. TW will make available, where possible, a forklift and driver. The driver will not be responsible for sorting, loading, unloading or any other activity on behalf of the Subcontractor. Sufficient resources shall be allowed by the subcontractor for this purpose.	
D	2	✓	The contractor is to coordinate with the site manager/material controller for material requirements daily. No claims for delay due to lack of materials will be accepted.	
D	3	✓	It is the contractor's responsibility to ensure that all surplus materials are correctly stacked on pallets to either be moved back to the compound or moved on to a following plot.	
D	4	✓	Garage doors to be supplied in accordance with the site specific schedule and in accordance with the site-specific sales specification	
D	5	✓	Materials or fixing supplied by the contractor to be in accordance with the product manufacturers recommendations.	

E. Waste			
E	1	✓	All waste to be removed from the plot and placed in the appropriate skip. The working area to remain and be left in a clean and tidy state.
E	2	✓	It is the contractor's responsibility to ensure minimal wastage of materials. TW reserves the right to levy charges against the contractor in the event of excess materials wastage.
E	3	✓	The TW Site Management team should be made aware of any surplus material for reuse in other plots.
F. Cleaning & Protection			
F	1	✓	<a href="#">Please refer to Protection Guidance in S21 of the Production Manual.</a>
F	2	✓	It is the contractor's responsibility to ensure that all their work is suitably protected, in line with S21 of the Production Manual.
F	3	✓	Should the contractor feel that adequate protection has not been provided by other trades for them to safely carry out their works, it is the responsibility of the contractor to notify the TW site manager.

Project Tasks			
<i>Note to TW - where a section is highlighted, there is a choice, please pick the relevant options to be included in the scope using the drop downs.</i>			
Code	Item	Included	Scope of Works Item
G. Quotation & Inclusions			
G	1	✓	Quotation to be broken down in labour & materials.
G	2	✓	Price to be fixed for a minimum of 12 months'.
G	3	✓	The contractor is to provide a full inclusive lump sum price per plot in accordance with the House Type working drawings, materials plan, elevation drawings and other tender drawings and information.
G	4	✓	No e/o costs will be accepted for change in opening style of door.
H. Project Tasks			
H	1	✓	Visit site prior to fitting to take site measure 'as-built' dimensions for each garage door.
H	2	✓	Supply & Fit garage doors and frames to all integral, attached and detached garages as per working drawings.
H	3	✓	Clean surrounding work areas.
H	4	✓	Garage door to be left fully operational with keys or manufacturers' instructions to be left with the site management team.

Open text box - to be used to capture any comment or amendments to be assessed and included on future SOWs.			
Item	Included	Scope of Works Item	

Date:

Signature: