

Trade	Shower Doors	Revision	B
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Project Overview:

Brief overview of the project, site or phase providing relevant information

A. Product Selector

Products must be purchased through our Group National Suppliers.

Code	Item	Included	Product Selector Item	Product
A	1	✓	Shower Doors: Primary Contact	Roman Glass : Marc Teasdale - m.teasdale@roman-showers.com Mark Hackett - m.hackett@roman-showers.com

B. Key Information

Code	Item	Included	Scope of Works Item
Quality & Compliance			
B	1	✓	Supply shower 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	✓	NHBC standards and recommendations.
B	2.2	✓	British standards code of practice
B	2.3	✓	TW UK Construction Specification and details
B	2.4	✓	Framework Agreement
B	2.5	✓	House type working drawings
B	2.6	✓	Standard details
B	2.7	✓	Manufacturers' instructions,
B	2.8	✓	TW Customer Quality Approach (CQA) document.
B	2.9	✓	TW Production Manual.
B	2.10	✓	Customer Service Policy.
B	2.11	✓	TW Current Health & Safety Manual
B	2.12	✓	National Sales Tiered Standard Specification
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.
Part L Compliance			
B	8.1	✓	Subcontractors are required to pause works to allow for Taylor Wimpey employees to take photos of the six key build stages that must be captured in order to fulfil legislative requirements set by Part L (Conservation of Fuel and Power).
B	8.2	✓	Subcontractors are required to have robust QA processes in place. Evidence of such may be requested by Taylor Wimpey employees at any point to ensure these processes are being consistently exercised.
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	✓	Contractors should be aware that TW operates an agreed National specification with Roman showers. No other manufacturer's products are to be used. If any product other than Roman is found to have been used, the Contractor will be responsible for removing the product from all affected units and replacing at their own cost.
D	5	✓	Shower doors to be supplied in accordance with the site specific schedule and in accordance with the site-specific sales specification.
D	6	✓	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	✓	Please refer to Protection Guidance in S21 of the Production Manual.
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.
F	4	✓	Clean surrounding work areas.

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, and other tender drawings and information.
H. Project Tasks			
H	1	✓	Supply and Fit shower doors as indicated on working drawings.
H	2	✓	Supply and Fit of bath screens to plots where shower over bath shown on working drawings.
H	3	✓	Supply and Fit of bath screens to social plots where applicable.
H	4	✓	Installation/maintenance/adjustment guides should be left with site management team upon completion of the works.
H	5	✓	As soon as works are completed the site management team should be notified immediately so that the necessary protection can be reinstated.

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: