

Document Number	FTT	NAT	PRC	0014
Next Review Date	1 <sup>st</sup> May 2023			
Document Owner	National Procurement Manager			

# FIRE SUPPRESSION SERVICES – FACILITIES - SCOPE OF WORK

## 01 Describe the work to be performed

- Design, install, maintain and modify fire suppression systems and equipment on WesTrac sites
- This includes, but is not limited to automatic detection systems, automatic and manual activated suppression systems, fire extinguishers, blankets, sprinkler systems and back up fire pumps
- Comply with ISO 9001:2008 ISO standards
- Provide the following for each installation; operator instructions, training manual, operations and maintenance manuals, electrical and hydraulic schematics, commissioning report/checklist
- Provide a copy of the fire risk assessment for each system installed
- Provide copies fire equipment location maps for each site for each system installed
- All other requirements per the Principal Scope of Works

## 02 Extra requirements to the Pre-Qualification

- Provide a copy of a site-specific emergency management plan involving actions relating to the installed fire suppression equipment
- Calibration of all testing devices being used
- All other requirements per the Principal Scope of Works

## 03 Other Scopes of Work required or relevant to this task

- Use of hand and power tools
- Use of hazardous substances
- Use of lifting equipment on site
- Use of mobile plant
- Electrical work
- Working at heights
- Hot works

## 04 Policies, procedures and inductions that may be relevant to this Scope of Work

- Impairment of Fire Protection Systems Permit (FTT-NAT-FAC-0001)
- Environmental Management Policy (POL-NAT-HSEQ-0023)
- All other requirements per the Principal Scope of Works

## 05 Describe who supplies the materials

- The decision as to who is providing hardware and materials is to be clarified at the time the purchase order is raised, between the Contracting company and the requisitioner
- The Contracting Company is to provide all tools necessary to complete the works
- WesTrac may, at its discretion, provide consumables or tooling that it deems necessary to complete the task

## 06 Describe how the work will be measured

- The Contracting Company will be measured against safety, quality, velocity, cost and people-based metrics.
- The relevant WesTrac department will conduct reviews, feedback sessions and other performance management tools it deems necessary

## 07 Describe at what point will the work be accepted

- The Contracting company is to provide WesTrac a Service Entry Sheet, maintenance report, commissioning report or similar outlining works and testing completed
- The completed works will be tested and verified complete by both the Contracting Company and WesTrac
- The services as requested in the Purchase order will be deemed to be delivered by WesTrac
- Acceptance will also be in accordance with WesTrac's Terms & Conditions or Standing offer
- Any large discrepancies in cost to be scrutinised between both parties