



Comhairle Cathrach na Gaillimhe
Galway City Council

***Tender for Pay & Display Machine Maintenance
and Ticket Replenishment***

***GALWAY CITY COUNCIL
TRANSPORTATION & INFRASTRUCTURE
CITY HALL
COLLEGE ROAD
GALWAY***

Please note that all information relating to this tender, including clarifications and changes, will be published on the Irish Government Procurement Opportunities Portal (www.e-tenders.gov.ie) only. Registration is free of charge and there is no charge for documents. Galway City Council will not accept responsibility for information relayed (or not relayed) via third parties.

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SECTION 1.0

1.1 INTRODUCTION

Galway City, as a major commercial centre, needs to maintain an integrated transportation network that can safely and effectively accommodate users with diverse needs at both local and regional levels. These goals require that the transportation network including parking be able to;

- Manage and reduce congestion
- Promote economic development for commercial and residential growth; and,
- Invest in the transportation network to promote transit opportunities to enable that growth.

Parking is critical to achieving these objectives because the supply and demand for parking is derived from policies on land use development and alternate modes of travel available or promoted.

Pay & Display Machines are provided to control parking facilities. The Gardai, together with the Traffic and Community Warden services carry out the enforcement of parking control and other parking restrictions. Galway City Council's parking policy and regulations provides for a transparent and user-friendly approach to a diverse group of users. There is a charge for these services and a penalty for non-compliance in the form of a fixed charge notice. Therefore, it is **essential** that these machines provide a constant reliable and effective service.

Trials of other parking technologies including cashless payments methods are envisaged during the term of this contract. Therefore, the City Council requires the successful Tenderer to work in partnership with other providers of cashless parking technologies, to develop and provide other payment methods to complement and operate in conjunction with P & D Machines e.g. payment using mobile phone or smart/credit/debit card.

1.2 HOURS OF OPERATION

The hours of paid parking are between 0830 hours - 1830 hours, Monday to Saturday inclusive in town centre areas excluding public holidays in the Republic of Ireland.

1.3 EURO COMPLIANCE

All hardware and software installed in the machines are and shall be Euro compliant.

SECTION 2.0

2.1 DESCRIPTION OF CONTRACT

Galway City Council invites tenders for the ticket replenishment, servicing, maintenance, repair, replacement parts, data collection including software uploading/downloading of solar and mains powered Pay and Display machines. This contract also includes all repairs necessitated as a result of vandalism, exclusive only of parts in such instances.

There are presently 92 (ninety two) Metric manufactured machines in operation consisting of the following,

Type	Quantity	Solar Powered	Mains Powered
Accent S2	77	69	8
Accent S3	11	0	11
Aura	4	4	0
Storage (Aura)	2	2	0
Total	92 (+2 Storage)	75	19

A schedule of installation dates is given in Appendix A.

During the contractual year, it is proposed to replace a proportion of the P & D Machines, with units using the latest technology with the emphasis on security, reliability and improving the customer experience by providing motorists with varied payment options. The City Council also wishes to benefit from the elimination of theft and vandalism, as well as a reduction in maintenance and collection costs. It is also envisaged that Galway City Council will extend the Paid Parking areas and provide an intensification of machines within existing areas. The City Council may procure machines from more than 1 (one) supplier. Therefore the City Council will require the successful tenderer to operate in partnership with other providers of parking technologies.

2.2 FAULTS AND MAINTENANCE REGISTER

The successful tender shall develop in consultation with Galway City Council a database i.e. Microsoft (MS) Access 2000 or MS Access front end and MS SQL back end within the initial two weeks of the contract, capable of recording the following information;

- a) Machine Details, Location, date and time with respect to all activities.
- b) Record faults found by the contractor/ highlighted by the back office software and or reported to the contractor by Galway City Council and its representatives. Each fault shall be allocated a tag number by which its progress / status can be monitored. The database shall include query/report facilities based on machine number: fault tag number; consumable usage;

outstanding faults per machine / per location, overall. All queries shall be capable of producing dated printable reports.

- c) Record installation times and dates of replacement parts, type of part and reason for replacement under the respective machine identification.
- d) The system shall be capable of recording when ticket rolls are replaced, ticket roll numbers, in addition it should be possible to run reports on the number of rolls and tickets used per machine per month/year for reconciliation.
- e) The database shall record measures taken as part of the daily/monthly preventative maintenance.
- f) This database must be accessible at all times to Galway City Council staff over a web browser i.e. Internet explorer 6 or 7 with no additional costs.
- g) It is permissible to have separate databases for each element.
- h) Galway City Council reserves the right to request the contractor to extend the content of the information collated.

This database of information shall be submitted to Galway City Council on a weekly basis in an electronic format. Upon cessation of the contract the database will become the property of Galway City Council and shall be submitted on an external hard disk. The cost of this data shall be deemed inclusive in the rate per machine.

2.3 INSPECTION

- a) The Contractor shall inspect all Pay & Display machines at least once weekly and, where possible, leave in working order and update the fault register as mentioned in 2.2. Inspection shall mean the insertion of a test token for a Pay & Display parking ticket dispensing check and insert each denomination of accepted legal tender namely €2.00, €1.00, €0.50, €0.20 and €0.10 for coin validation mechanism check. The coins can be ejected in the course of the test.
- b) Where the contractor locates a fault during its inspection, the contractor shall immediately attend to this fault. A full repair shall be carried out within three working hours. Should a new machine be required, this machine will be installed on site within 12 working hours.
- c) The Council reserves the right to inspect the equipment at all times and also the right to observe and supervise and be informed at all times of all maintenance work done by the contractor and to attend and observe when fault reports are being dealt with.
- d) The Council's technical and professional staff shall have the right to advise or be advised by the contractor's staff, either generally and/or in relation to particular matters affecting the maintenance of the equipment.
- e) The Council or the contractor may, at any time during the term of the contract, propose that its requirements be altered to a specified extent. If such alteration is agreed to by the parties, with or without amendment, (including agreement as to the effect of the alteration on the contractual rates), it shall be incorporated in the contract.

2.4 BREAKDOWN CALL-OUTS

- a) Faults reported to the contractor by the Council, its representatives, back office software or other means must be repaired within three working hours.
- b) If a fault or damage occurs to a machine to the extent that it cannot be repaired on-site within the specified time period, a replacement machine shall be provided upon approval from the client within 12 working hours from the time of notification and the replacement machine shall be marked with the relevant machine number. The contractor shall advise the client as soon as reasonable possible after the detection and determination of this type of fault.
- c) The contractor shall be responsible for ensuring that a sufficient stock of replacement parts is available to ensure compliance with the terms of this contract.
- d) Where a machine is replaced it shall be the responsibility of the contractor to ensure that the information plate on the original machine being replaced has been affixed to the replacement machine. Failure to comply with this requirement in the contract will result in a penalty of €500 being imposed per machine for any day or part of a day when this provision is breached.

2.5 FAULT REPAIR SERVICE

- a) The contractor shall be available to carry out repairs from Monday to Saturday between the hours of 08.00am to 5.00pm each day, excluding public holidays in the Republic of Ireland.
- b) The contractor shall establish and maintain a Fault Repair Centre that shall be manned 9.00am – 5.00pm from Monday to Friday, excluding public holidays in the Republic of Ireland. There shall be a facility to report faults on Saturday and a facility to record messages on Sunday's via mobile phone communication and E-mail.
- c) The contractor shall provide an appropriate database, MS Access 2000, as per clause 2.2 which can record all repair and work activities including replacement parts for the equipment. The contractor shall design this database in consultation with Galway City Council. A report from this database will be issued to Galway City Council on a weekly basis. The database shall become the property of Galway City Council upon termination of the contract. The contractor shall include in their price for the provision of establishing, updating and maintaining this database and shall be deemed inclusive in the rate per machine.
- d) The contractor will be required to equip its fault repair centre with fax and e-mail facilities by the start date of the contract.

- e) The Council shall make such inspections and enquiries as are necessary to ensure that the contract is being satisfactorily performed and the contractor shall provide whatever assistance may be required for this purpose.
- f) The contractor shall, in the performance of the contract, take all reasonable precautions to ensure safety of road users, pedestrians and his own employees and shall observe and put into effect any requirements of the Council in that regard. The company must comply fully with Chapter 8 of the Traffic Signs Manual. The contractor shall, after carrying out its duties, leave the equipment in a clean sound condition, and shall clear away and be responsible for litter generated through these activities.

2.6 ACCOMMODATION

- a) Galway City Council has available, a cabin, for the successful tender, which is located adjacent to the Dyke Road Car park to carry out repairs, maintenance and battery charging. The cabin consists of a works area, bench and basic sanitation facilities. Tenderers are advised to familiarise themselves with this facility and its suitability for adherence to fulfil the terms of this contract. The contractor will be solely responsible for the upkeep of the internal compartments and shall provide all toiletries as necessitated.
- b) Galway City Council reserves the right to relocate this facility upon written notification to the successful tender at reasonable notice to any premises within the administrative area of Galway City Council.
- c) The successful tenderer shall advise the City Council of its proposal to use this facility upon commencement of the contract.
- d) If the successful tenderer does not wish to avail of this facility, the provision of such facility shall be deemed to be included with the rate per machine.

2.7 PREVENTATIVE MAINTENANCE

- a) Full preventative maintenance as outlined in Section 8 shall be carried out on a daily / monthly basis as the case may be on all Pay & Display machines. The contractor shall liaise with the City Council in developing a schedule.
- b) Written confirmation shall be sent to the Council within 5 working days of completion of each round of servicing, confirming that servicing has been carried out and that works carried out and replacement parts used have been recorded in the database. The Council reserves the right to inspect those parts which have been replaced and such parts shall be retained by the contractor for a period of one month from the date of notification to the Council.
- c) Preventative Maintenance measures shall be updated daily on the register as given under item 2.2.

2.8 REPLACEMENT PARTS

- a) Replacement parts shall be those supplied by the manufacturer of the machine, or an equivalent specifically approved in writing by the Council. The contractor shall ensure that they have a sufficient supply of spare parts available at all times as explicitly given under Section 6, *General Instructions to tenderers*, to ensure that compliance with the terms of the contract can be adhered to. Appendix *Bi* and *Bii* contain a non-exhaustive list of machine parts.
- b) Where it is economically viable, the contractor, should repair damaged parts for re-use. Excepting damage due to vandalism, the costs should be included in the contract price. In the case of vandalism the cost of replacement parts shall be borne by the Council.
- c) Replacement parts shall be marked with the respective machine number
- d) Replacement parts shall be updated daily on the register as given under item 2.2.

2.9 CLEANING

- a) The contractor shall, at a minimum, clean each machine internally (upper and lower case) and externally at times of routine inspections. External cleaning shall include removal of graffiti and posters, the cleaning of solar panels on pay and display machines and the polishing of the cabinet and instruction panels. The database of routine inspections shall be updated accordingly
Note that, notwithstanding the routine cleaning, machines shall at all times be in a presentable condition which shall include the immediate removal of graffiti and posters. The contractor shall be responsible for any painting of any exterior parts of the equipment.

2.10 TICKET REPLENISHMENT

- a) Galway City Council Stores department will hold the supply of pay and display tickets purchased by the Council, or purchased by the contractor if so requested by the Council. The tender shall submit their quotation for coated non-adhesive ticket in the tender form or mark not applicable as appropriate. The contractor will be required to adhere to Galway City Council stores requisition procedure.
- b) Only tickets approved by either or both of Galway City Council and the relative machine manufacturer shall be used.
- c) The successful tender shall be responsible for loading each pay and display machine with tickets, ensuring that machines retain an adequate supply at all times. Partly used rolls of tickets shall be re-spooled for re-use in machines in Galway City Council's administrative area and the contractor shall ensure this is carried out.

- d) A database of ticket usage shall be created and maintained by the contractor. This database will become the property of Galway City Council upon cessation of the contract. This database may form part of the repair & maintenance database as specified in 2.2. The type of information-recorded should include, Machine Nr, Location, date ticket roll replaced, in addition it should be possible to run reports on the number of rolls and tickets used per machine per month/year. This item will be deemed to be included in the rate per machine.
- e) The maintenance contractor will furnish Galway City Council and the ticket supplier, if so requested with monthly reports on stock levels of complete rolls, part rolls and re-spooled rolls. Audit information on ticket loading by date and machine number.
- f) The contractors will liaise with either the ticket supplier or Galway City Council and ensure that adequate supplies of tickets are available at all times.
- g) Upon completion of ticket reconciliation statement only a permitted maximum deviation of a 2.5% average will be tolerated. The contractor will be required to submit a written statement if this threshold limit is breached.
- h) Failure to comply with these requirements in the contract will result in a penalty of €500 being imposed per machine for any day or part of a day.
- i) Replacement Ticket rolls/part rolls shall be updated daily on the register as given under item 2.2.

2.11 ADJUSTMENT OF TIME, TARIFFS & UPGRADING WORKS

The contractor shall include in its tender prices the cost of the carrying out of all necessary adjustments for annual tariff change and daylight saving time changes, for any time period, including for data collection/retrieval once quarterly for all machines including any machines that may be in storage from time to time. This does not include any EPROM re-programming software but will include the labour related to these activities.

2.12 ADDITIONAL MACHINES

The tenderers shall include for the set up on site and commissioning excluding civil works for two new Metric Aura machines to be installed by the City Council.

This figure shall be held firm for the set up on site and commissioning of additional similar type machines not exceeding 6 annually excluding civil works.

2.13 NON COMPLIANCE OF CONTRACTUAL TERMS

For each and every breach by the contractor of these condition of the contract, and notwithstanding the condoning of any prior or other breach, the contractor shall, on demand, pay to the Council as liquidated damages and not as penalty, the sum of €500.00 (five hundred euro) which liquidated damages may be deducted by the

Council from the amount due to the contractor on foot of his contract, and the certificate, in writing, of the Council shall be conclusive as to such liquidated damages and deductions.

2.14 ADDITIONAL LABOUR RATE

The contractor shall include for an additional labour rate to allow for contingency work. The price quoted shall be in euro per hour. The tender shall be evaluated on the basis of an estimated 25 (twenty five) hours per annum.

2.15 PRICING

Tenderers shall submit their prices on the attached tender form in €Euro

SECTION 3

3.0 PAYMENT TO THE SUCCESSFUL TENDER

- a) The contractor shall invoice Galway City Council on a monthly basis in arrears of work been carried out together with a written statement confirming that all clauses within this contract are adhered to in full. Payment will be made to the successful contractor within 30 (thirty) days of the invoice due date or within 30 (thirty) days after satisfactory compliance of the clauses contained herein have been demonstrated - which ever is latest.
- b) The successful tenderer shall attend regular bi-monthly meetings with the appointed person of Galway City Council to discuss any issues and to reassure themselves of contractual compliance.
- c) For each and every breach by the contractor of these condition of the contract, and notwithstanding the condoning of any prior or other breach, the contractor shall, on demand, pay to the Council as liquidated damages and not as penalty, the sum of €500.00 (five hundred euro) which liquidated damages may be deducted by the Council from the amount due to the contractor on foot of his contract, and the certificate, in writing, of the Council shall be conclusive as to such liquidated damages and deductions.

3.1 TERMINATION OF THE CONTRACT

Galway City will issue to the successful tender, by registered post not less than six weeks in advance of the twelve-month natural termination date instruction as to one of the following;

- a) The contract will terminate after 12 (twelve) months from the appointment of the successful tender.

- b) The Council wishes to extend the contract for a further period not less than two weeks and not exceeding 6 (six) months.

Galway City Council reserves the right to terminate the contract as per Section 7.0 Special Conditions of Contract.

SECTION 4

4.0 SELECTION CRITERIA

Applicant Notes:

1. **Section 4 MUST be filled out by the applicant. Omission of any of the required information may invalidate the submission.**
2. **Where the optional criteria are not marked as “required” or “Submit on request” they are deemed to be “not applicable” and the Applicant should not submit a response to that criterion.**
3. Applicants may be asked to clarify aspects of evidence supplied after closing date either by written submission, interview or both for any of the qualification criteria listed below which were selected by the Contracting Authority. Should this arise candidates should be aware that any additional material supplied must be strictly to supplement material already provided in their submission
4. Where an applicant is a Consortium or Joint Venture the questionnaire should be copied and filled out for each member of that Consortium or Joint Venture, but submitted as a single application.

4.1 Evidence of Applicants Personal Situation

Qualitative Assessment: NO

Response to this Criterion: **REQUIRED**

If any one of the grounds specified in Directive 2004/17/EC Article 54 or Directive 2004/18/EC Article 45 and 51 apply to the applicant or any member of the applicant consortium or Joint Venture or their parent companies, the applicant will be excluded from this competition. To confirm that none of these grounds apply the **DECLARATION FORM** at APPENDIX D, must be submitted, signed and witnessed within the last 12 months of date for receipt of tenders.

- a) An alternative form to Appendix D may be submitted if it is equivalent in all respects.
- b) If the applicant is a consortium or joint venture, a declaration form must be completed for each member of the consortium or joint venture.
- c) The declaration must be made in the name of the applicant and not the applicants parent company.

The applicant should also note that if successful, they will be required to produce a current tax clearance certificate or C2 certificate; or a statement of suitability on tax

grounds and current certificates from a relevant non-Irish country prior to appointment.

The standard declaration form for the Applicant's personal situation is attached (Applicant must tick box to confirm acceptance)	<input type="checkbox"/>
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4.2 EVIDENCE OF ECONOMIC AND FINANCIAL STANDING CRITERIA (DIRECTIVES 2004/17/EC ARTICLE 54 AND 2004/18/EC ARTICLE 47)

Applicant Notes:	
1.	For any organisation that is a subsidiary of another company, the equivalent Economic/financial information should also be provided for the parent company.
2.	At least one member of a candidate consortium being a legal entity must meet the minimum turnover criterion. However, where <u>only</u> one member of the Candidate consortium has the skills, resources and experience to carry out the consultancy work, that candidate member must have an average turnover sufficient to demonstrate the firm's financial capacity to undertake the work.

4.2.1 EVIDENCE OF TURNOVER

Qualitative Assessment: YES

Response to this Criterion: **REQUIRED**

Evidence of Certified Turnover/Alternative to Certified Turnover for overall business operations for the three (3) previous financial years.

Minimum standard is for average turnover for the three years to be not less than €500,000. The turnover to which maximum point are awarded is €2,000,000.

The information requested is attached	<input type="checkbox"/>
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4.2.2 BANKER'S LETTER

Qualitative Assessment: NO

Response to this Criterion: **REQUIRED**

Bankers Statement from the applicant's current principal banker dated within the last 6 months in accordance with the requirement below;

- a) Stating that all accounts held by the member are currently in good standing.

The information requested is attached	<input type="checkbox"/>
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4.2.3 PUBLIC AND EMPLOYERS LIABILITY INSURANCE

(a) Employer's Liability Insurance

The Client Representative to whom the contract is awarded must have adequate employers Liability Insurance, which will specifically indemnify Galway City Council to cover all of its liabilities in connection with the project. The minimum value of the insurance cover shall be €13,000,000 for any one accident. This cover is to be maintained from start to completion of the services.

(b) Public Liability Insurance

The Client Representative to whom the contract is awarded must have adequate Public Liability Insurance, which will specifically indemnify Galway City Council to cover all of its liabilities in connection with the project. The minimum value of the insurance cover for contract is €6,500,000 for any one accident.

The information requested is attached	
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4.3 EVIDENCE OF TECHNICAL CAPABILITY CRITERIA (DIRECTIVES 2004/17/EC ARTICLE 54 AND 2004/18/EC ARTICLE 48)

4.3.1 EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS OF APPLICANT (a): -

Qualitative Assessment: YES

Response to this Criterion: **REQUIRED**

Evidence of Educational and Professional Qualifications of **Applicant and Applicant's Managerial staff**, including:

- (a) Curriculum vitae of Management Staff with dates of birth; relevant professional Qualifications (with the dates obtained); and previous experience.
- (b) Curriculum vitae of Technical Personnel with dates of birth; relevant Professional Qualifications (with the dates obtained); and previous experience.

The information requested is attached	
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4.3.2 LIST OF SERVICES OF A SIMILAR NATURE OVER THE LAST 3 YEARS:-

Qualitative Assessment: YES

Response to this Criterion: **REQUIRED**

A list of the services of a similar nature to those required for this project provided by the Applicant over the last 3 years, and replies to requirements (if any) listed below:

- (a) Minimum of 1 suitable example of similar size and scope,
- (b) The number of suitable examples to which maximum points will be awarded is 3
- (c) Submission of 3 client references

The information requested is attached	
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4.3.3 MEASURES FOR ENSURING QUALITY

Qualitative Assessment: YES

Response to this Criterion: **REQUIRED**

A description of the **Technical facilities and Measures used by the applicant for ensuring Quality (Directive 2004/18/EC Article 48.2(c) and Directive 2004/17/EC Article 54)** and replies to requirements (if any) listed below:-

- (a) Measures used by the Applicant for ensuring quality both in the administration of the project and in the delivery of a high quality of service including details of any quality assurance accreditations received by the applicant

Minimum requirement is that Quality Assurance procedures be in place.

The information requested is attached	
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4.3.4 TECHNICAL EQUIPMENT AVAILABLE TO CARRY OUT THE CONTRACT: -

Qualitative Assessment: YES

Response to this Criterion: **REQUIRED**

Evidence of Technical Equipment available to carry out the contract including:

- (a) Information Technology Infrastructure, Hardware and Software, Tools and Equipment for Servicing machines.

The information requested is attached

5.0 Weightings of Qualitative Selection Criteria.

The criteria and weightings that will be used in the qualitative assessment marking are as listed below:		
Clause	Criterion	Weightings
4.1	APPLICANT'S PERSONAL SITUATION	Pass/Fail
4.2	FINANCIAL & ECONOMIC STANDING	
4.2.1	Evidence of Turnover	Pass/Fail (200)
4.2.2	Bankers Letter	Pass/Fail
4.2.3	<i>Public & Employers Liability</i>	Pass/Fail
4.3	TECHNICAL CAPACITY	
4.3.1	Educational & Professional Qualifications of Applicant and Managerial staff	Pass/Fail (200)
4.3.2	List of Services of a similar nature over the last 3 years	Pass/Fail (400)
4.3.3	Measures for ensuring quality	Pass/Fail (100)
4.3.4	Technical Equipment available to carry out the contract	Pass/Fail (100)
4.4	Tender Price	
4.4.1	Tender Price Criteria	(500)

Note:

Pass/Fail to be determined initially against specified minimum requirements, where stated.

If an applicant fails to meet the minimum standard for any one criterion, where such is stated, that applicant will be excluded.

Qualitative marking shall be applied to applications that meet the minimum requirements.

Where a "maximum" standard is referenced, this indicates that no additional marks will be awarded for exceeding that standard.

SECTION 5.0

5.0 INFORMATION TO BE SUBMITTED

Tenders submitted by interested firms must contain the following information:

The firm's name, address, telephone number, fax number and email address.

The name of the nominated contact person/persons in the firm and his/her phone number and e-mail address.

All details and particulars as requested within this document.

Galway City Council is subject to the provisions of the Freedom of Information (FOI) Act, 1997. If you consider that any of the information supplied by you is either commercially sensitive or confidential in nature, this should be highlighted and the reason for its sensitivity specified. In such cases, the relevant material will, in response to FOI requests, be examined in the light of the exemptions provided for in the FOI Act.

The tenders, which must be completed in ink, must be submitted on the accompanying tender form and in a sealed envelope marked ***Tender for Pay and Display Machine Maintenance and Ticket Replenishment*** and returned to:

Mr Joe Considine SEO
Corporate Services Department,
City Hall
College Road
Galway.

And should be delivered not later than **12 noon on Thursday, 26th March 2009.**

SECTION 6.0

6.0 GENERAL INSTRUCTIONS TO TENDERERS

- 1) Tenderers must be available to commence on-site on the 05/05/2009.
- 2) A map outlining the locations of all Pay & Display Machines may be obtained from the nominated person on page 21.
- 3) Tenders must submit a fully completed and sign in ink, the Declaration on Oath/Solemn, as per Appendix D.
- 4) Tenderers should be capable of supporting ASLAN 2 back office software
- 5) This contract applies to all Pay & Display machines located within the administrative area of Galway City Council, listed in Appendix A and depicted on map available on request). The Contractor shall provide complete maintenance to include all chargeable work and spare parts in addition to servicing, maintaining, repairing, reporting and replenishing tickets. (Excluding parts only necessitated as a result of vandalism)
- 6) The articles, goods and materials specified in the tender shall be fully equal in every particular to the specimens or samples exhibited and when no specimens or samples have been exhibited they shall be of the very best brand and quality of their respective kinds
- 7) The contractor shall provide an enclosed weather proof cover capable of keeping the Pay and Display Machines clean and dry whilst carrying out routine maintenance, repair or servicing during adverse weather conditions.
- 8) The Contractor shall develop an appropriate database,. MS Access 2000 as per clause 2.2, which can record all repair and work activities including replacement parts for the equipment. The Contractor shall design this database in consultation with the City Council. The database will be maintained and managed by the successful tender and will become the property of Galway City Council upon cessation of the contract.. The Contractor will be responsible for updating the database to the requirements of Galway City Council. The Contractor shall include in their price for the provision and maintenance of this database. The cost of developing this data base shall be deemed included in the rate per machine.
- 9) The Contractor shall carry in stock at all times enough parts to make up a minimum of three whole machines.
- 10) The Contractor shall provide appropriate training on the Maintenance and Servicing of the Machines to Galway City Council staff or its agents during the hours of normal routine works.

- 11) The Contractor shall provide appropriate training with ASLAN back office software (central management system)
- 12) The Contractor shall provide software support within 12 hours as and when requested.
- 13) The replacement Machines, Parts or Software shall be Guaranteed for a period of one year from the date of replacement and commissioning on site and not from the initial date of the contract.
- 14) Galway City Council and/or its Agents may undertake some first line maintenance operations from time to time. This will normally be linked to the location and rectification of simple faults
- 15) Tenderers may examine the equipment in advance and may include in the tender price for the cost of whatever steps they deem necessary in order to rectify existing faults or deficiencies,
- 16) The contract will be for a period of one year from a date to be agreed between the successful tenderer and the Council with the option to extend the contract at the sole discretion of the Council for a period not exceeding 6 (six) months.
- 17) Annual charges for contractual maintenance shall be invoiced monthly in arrears on receipt of properly itemised accounts, as per Section 3.
- 18) Tenderers shall furnish with their tenders a full description of the service, which they propose to provide above and beyond the minimum requirement provided for in this contract including details of staff, present standard of, and proposed level of, training and qualifications (copies of technical certificates, etc.), transport, communications and head office location and facilities as per section 4.
- 19) The Council does not undertake to accept the lowest or any tender either in whole or in part.
- 20) It is important to note that the amount entered in the official tender form should be in the full amounts (exclusive only of VAT) for execution of the contract as specified, and shall be strictly interpreted as such by the Council. Tenderers shall state the rate of VAT applicable at the closing date for receipt of tenders. Rates shown in the schedule are to be in Euro (€).
- 21) Tenderers who propose alternative conditions (which must be specifically listed in the tender covering letter) to those contained herein must note that such proposals will not be deemed to have been accepted and will not form part of the contract unless a) A valid tender complying with this document is submitted and b) The alternative tender has been accepted in writing by the Council and explicitly included in the contract

- 22) The tenderers should note that the tender rates shall apply for the contract period of 12 months. Should the contract be extended, as per section 3.1, the tender rates shall remain fixed up to a maximum additional period of 6 months.
- 23) Tenderers shall treat the details of all the documents supplied to them in connection with this contract as private and confidential and shall not disclose the contents to a third party without the permission of the Council.
- 24) Tenderers, before submitting their tenders, shall make themselves thoroughly acquainted with the nature and requirements of the work, and all details not specifically mentioned in this document and attachments. No allowance will be made in respect of any failure on the part of tenderers to acquaint themselves with the requirements of Galway City Council in relation to this contract. Furthermore, no alteration to tendered prices will be considered after the closing date for receipt of tenders for any reason whatsoever. No portion of the work shall be sublet or assigned without the consent, in writing, of the Council, which consent shall not be given until the contractor, by a statement in writing, satisfies the Council that subletting ought to be permitted and the Council shall be at liberty to request the views of the trades unions concerned in any such application for permission to sublet any part of the work. The Council's decision on such application shall be final. The Council consent, if given, shall not relieve the contractor from any of his liabilities in respect of the contract.
- 25) If any strike, lock-out or combination of workmen of the contractor shall take place, or in the event of war or civil commotion delaying the maintenance works, the Council shall be at liberty either to cancel the order for said works and procure them from any other person or firm, or in the alternative the Council may allow a reasonable extension of time for work to be carried out. Any question as to what is a reasonable extension of time shall be decided by the authorised officer, whose decision shall be final and legally binding.
- 26) Employer's liability policy with an approved insurance company, which indemnifies the company and Galway City Council in respect of all claims by third parties, shall provide for at least €13,000,000 cover. The contractor shall indemnify, save harmless and keep indemnified Galway City Council against all actions, suits, claims, demands, costs and expenses whatsoever, by reason of, or arising out of, any claim by any of the contractor's employees, workmen or servants, in respect of any accident, injury or damage sustained in connection with, or arising out of, the execution of the contract works, or any of the matters connected therewith, whether such claim or proceedings be brought or costs or expenses incurred under or by virtue of any Workmen's Compensation Act, Employer's Liability Act or other statute, or at Common Law, or otherwise howsoever.
- 27) Public liability policy with an approved insurance company, which indemnifies the company and Galway City Council in respect of all claims by third parties, shall provide for at least €6,500,000 covers in respect of any

one accident. Motor insurance shall provide for at least €640,000 for any one accident in respect of third-party property damage.

- 28) The contractor shall be solely liable for any deficiency in respect to the required insurance covers. In advance of the commencement of any work under the contract, the contractor shall satisfy the Council's insurance advisers that their insurance policies are fully satisfactory.
- 29) In addition, any requirement in respect to the renewal or extension of insurance policies throughout the course of the contract shall be the sole responsibility of the contractor who shall be liable for any costs arising due to a failure in this regard.
- 30) The contract shall be deemed to be made in the Republic of Ireland and shall be governed by the laws of the Republic of Ireland and the currency is Euro (€).
- 31) It is a condition for the award of the contract that the contractor be able to produce promptly a tax clearance certificate (unless he has a sub-contractor's C2 Certificate), or in the case of a non-resident contractor a statement from the Revenue Commissioners.
- 32) Tender applicants must submit with their tender a copy of their current 'Safety Statement' as required by the 'Safety, Health & Welfare at work Act, 2005'

Any queries may be submitted in writing initially and discussed by appointment if required with,

Mr Paul Colleran.
Transportation and Infrastructure,
Galway City Council,
City Hall,
College Road,
Galway,

Tel.: +353 91 896316
Fax: +353 91 89435
E-mail: www.paul.colleran@galwaycity.ie

SECTION 7.

Special Conditions of Contract

The Director of Services, Transportation and Infrastructure or his agent shall have the power to terminate the contract if,

- a) The contractors performance of the contract is unsatisfactory or,
- b) The Contractor is otherwise persistently or fundamentally in breach of his obligations under the contract, or
- c) The Contractor fails to comply with the conditions of contract including conditions relating to insurances and tax compliance or,
- d) The Contractor fails to comply with any reasonable instruction given to him in writing by the Director of Services, Transportation and Infrastructure or his agent.
- e) It may be necessary for representatives of Galway City Council to visit the premises of the tenderers to evaluate administration systems and procedures on an ongoing basis. It maybe necessary for tenderers to attend post tenders meetings.

Galway City will not be bound to accept the lowest or any form of tender submitted.

SECTION 8.

Scope of Daily / Monthly Preventive Maintenance For Pay & Display Machines

1. The successful tender maybe granted a client licence to view the machine status through the back office software interface. If so, the contractor will be required to generate a status report at the following times each day, 0800, 1000, 1200 and 1600 hours.
Galway City Council considers a machine that has not dialled back to the ASLAN system within the previous 24hrs to be a fault. In such case the contractor is required to visit the respective site and carry out a diagnostics function test and record in the database as given under clause 2.2.
2. Blow away any accumulation of paper dust on printer mechanism. Clean the rubber feed rollers with a soft cloth soaked in an approved non-reactive solution.

3. Ensure that all print points are operating resulting in an even and clear print across the ticket (issue test ticket).
4. Check the condition of printer heads. (If print quality still remains unclear after carrying out 3 above replace if necessary).
5. Remove the coin acceptance unit (validator) and clean coin path with a soft cloth soaked in an approved non-reactive solution. Ensure that there is no debris impairing optics following cleaning. Inspect tracks for undue wear. Spray coin tracks with silicone spray, avoiding interference with optics.
6. Clean coin track (mobile coin entry) ensure no debris falls into validator
7. Check for free movement of electronic coin shutter. Function test using coin/token for correct operation. Replace coin shutter if worn or damaged.
8. Carefully inspect escrow device for wear. Clean as required with general-purpose non-reactive cleaning solution.
9. Inspect solar panel (ladder required). Clean with water and mild detergent. Do not use any abrasive cleaner.
10. Clean exterior of machine cabinet and pedestal as required. Use approved solvent cleaner to remove graffiti from housing, display panels and buttons.
11. Check for correct battery voltage. Replace battery if voltage is below operational threshold. In particular discharged batteries are to be removed to contractors stores for re-charging using an approved recharging station.
12. Check time and date, correct if necessary and note. Any faults encountered to be reported to Council.
13. Carefully lubricate front door locks and mechanisms.
14. Carefully lubricate cash vault locks and mechanisms.
15. Replace excessively damaged display windows where communications may be impaired.
16. Inspect, clean and lubricate with light industrial oil/grease coin vault receptacle tracks.
17. Inspect front door seal for water-tightness. Replace if necessary.
18. Check tension for solar panel bracket bolts.
19. Run Diagnostic Function Check.
20. Any other check deemed necessary for the proper maintenance of the machine.

SECTION 9.

Galway City Council

Tender for Pay and Display Machine Maintenance and Ticket Replenishment

TENDER FORM

I _____

Of _____

Address _____

Phone: _____

E-mail _____

do hereby tender and undertake to carry out the work as set forth in the foregoing specification and under the conditions contained in the attached tender documents for the following prices:

DESCRIPTION	UNIT PRICE (exclusive of VAT)
Monthly preventative maintenance programme	€ per machine per year
Ongoing weekly inspection, e.g. cleaning and ticket replenishment etc– excluding cost of tickets.	€ per machine per year
Ticket supply, if required (non-adhesive)	€ per 100,000 tickets
Additional Labour	€ per hour
Set up and commissioning of two new solar powered Metric Aura machines	€ per machine.
Annual Tariff alterations and Spring Summer time change	€ per annum per machine

Signature of Proposer _____

Completed tender form in a sealed envelope marked *Tender for Pay and Display Machine Maintenance and Ticket Replenishment* and should be returned to:

Mr Joe Considine SEO
Corporate Services Department,
City Hall
College Road
Galway.

The closing date for receipt of completed tenders is 12noon on Thursday, 26th March 2009.

Appendix A Machine Schedule and Location

Position	Machine ID	Location	Make	Model	Power Source	Installation Date
On Street	2	BRIDGETS TCE	Metric	Accent S2	Solar	06/2003
On Street	4	BOHERMORE	Metric	Accent S2	Solar	06/2003
On Street	5	BOHAR IRWAN	Metric	Accent S2	Solar	06/2003
On Street	6	LOMBARD ST	Metric	Accent S2	Solar	06/2003
On Street	7	BRIDGE ST	Metric	Accent S2	Solar	06/2003
Off Street, Long Term	8	CATHEDRAL	Metric	Accent S2	Solar	06/2003
Off Street, Long Term	9	CATHEDRAL	Metric	Accent S2	Solar	06/2003
Off Street, Long Term	10	CATHEDRAL	Metric	Accent S2	Solar	06/2003
On Street	13	CORRIB TCE	Metric	Accent S2	Solar	06/2003
On Street	15	COURT HSE SQ	Metric	Accent S2	Solar	06/2003
On Street	16	DOMINICK ST	Metric	Accent S2	Solar	06/2003
On Street	23	EYRE ST	Metric	Accent S2	Solar	06/2003
On Street	24	FORSTER ST	Metric	Accent S2	Solar	06/2003
On Street	29	HEADFORD RD	Metric	Accent S2	Solar	06/2003
On Street	30	HENRY ST	Metric	Accent S2	Solar	06/2003
On Street	32	MARKET ST	Metric	Accent S2	Solar	06/2003
On Street	33	MERCHANTS RD	Metric	Accent S2	Solar	06/2003
On Street	34	MERCHANTS RD	Metric	Accent S2	Solar	06/2003
On Street	35	MERCHANTS RD	Metric	Accent S2	Solar	06/2003
On Street	36	MIDDLE ST	Metric	Accent S2	Solar	06/2003
On Street	37	MILL ST	Metric	Accent S2	Solar	06/2003
On Street	39	NEWTOWNSMITH	Metric	Accent S2	Solar	06/2003
On Street	40	NUNS ISLAND	Metric	Accent S2	Solar	06/2003
On Street	41	PALMYRA PK	Metric	Accent S2	Solar	06/2003
On Street	43	POTATO MARKET	Metric	Accent S2	Solar	06/2003
On Street	44	POTATO MARKET NORTH	Metric	Accent S2	Solar	06/2003
On Street	45	PRESENTATION RD	Metric	Accent S2	Solar	06/2003
On Street	48	RAVEN TERR	Metric	Accent S2	Solar	06/2003
On Street	54	AUGUSTINE ST	Metric	Accent S2	Solar	06/2003
On Street	55	AUGUSTINE ST	Metric	Accent S2	Solar	06/2003
On Street	56	ST BRENDANS AVE	Metric	Accent S2	Solar	06/2003
On Street	57	ST BRENDANS AVE	Metric	Accent S2	Solar	06/2003
On Street	58	ST BRIDGETS PLC	Metric	Accent S2	Solar	06/2003
On Street	59	THE CRESENT	Metric	Accent S2	Solar	06/2003
On Street	60	WATERSIDE	Metric	Accent S2	Solar	06/2003
On Street	61	WHITESTRAND RD	Metric	Accent S2	Solar	06/2003
On Street	62	WOODQUAY	Metric	Accent S2	Solar	06/2003
On Street	63	WOODQUAY	Metric	Accent S2	Solar	06/2003
Off Street, Long Term	64	DYKE RD	Metric	Accent S2	Mains	06/2003
Off Street, Long Term	65	DYKE RD	Metric	Accent S2	Mains	06/2003
Off Street, Long Term	66	DYKE RD	Metric	Accent S2	Mains	06/2003
Off Street, Long Term	67	COLLEGE RD	Metric	Accent S2	Solar	06/2003
Off Street, Long Term	68	DYKE RD	Metric	Accent S2	Mains	06/2003
Off Street, Long Term	69	DYKE RD	Metric	Accent S2	Mains	06/2003
Off Street, Long Term	70	DYKE RD	Metric	S3 Frame with S2 Parts	Mains	06/2003
Off Street, Short Term	71	BOWLING GREEN	Metric	Accent S2	Solar	06/2003
Off Street, Short Term	72	MILL ST	Metric	Accent S2	Solar	06/2003
On Street	73	FAIR GREEN	Metric	Accent S2	Solar	06/2003

On Street	74	NEWCASTLE PARK	Metric	Accent S2	Solar	06/2003
Off Street, Short Term	75	MILL ST	Metric	Accent S2	Solar	06/2003
On Street	77	ASH GROVE	Metric	Accent S2	Solar	06/2003
Off Street, Short Term	78	BOWLING GREEN	Metric	Accent S2	Solar	06/2003
On Street	80	RAVEN TERRACE	Metric	Accent S2	Solar	06/2003
On Street	81	CLADDAGH	Metric	Accent S2	Solar	01/2004
On Street	82	GRATTAM	Metric	Accent S2	Solar	03/2004
On Street	83	GRATTAM	Metric	Accent S2	Solar	03/2004
On Street	84	FR GRIFFEN	Metric	Accent S2	Solar	01/2004
On Street	85	FR BURKE RD	Metric	Accent S2	Solar	03/2004
On Street	86	FR BURKE RD	Metric	Accent S2	Solar	03/2004
On Street	87	FAIRHILL	Metric	Accent S2	Solar	03/2004
On Street	88	FAIRHILL	Metric	Accent S2	Solar	03/2004
On Street	90	MUNSTER AVE.	Metric	Accent S2	Solar	01/2004
On Street	91	SEA RD	Metric	Accent S2	Solar	01/2004
On Street	92	SEA RD	Metric	Accent S2	Solar	01/2004
On Street	93	CANAL RD	Metric	Accent S2	Solar	02/2004
On Street	94	NICHOLAS RD	Metric	Accent S2	Solar	05/2004
Off Street, Long Term	97	DYKE RD	Metric	Accent S2	Mains	07/2004
Off Street, Long Term	100	DYKE RD	Metric	Accent S2	Mains	07/2004
On Street	101	CANAL LOWER	Metric	Accent S2	Solar	09/2004
On Street	102	ST JOHN'S	Metric	Accent S2	Solar	10/2004
On Street	103	NEW RD	Metric	Accent S2	Solar	10/2004
On Street	104	SMALL CRANE	Metric	Accent S2	Solar	10/2004
Off Street, Long Term	105	COLLEGE ROAD	Metric	Accent S2	Solar	09/2005
On Street	106	NEWCASTLE ROAD	Metric	Accent S2	Solar	09/2005
On Street	107	NEWCASTLE ROAD	Metric	Accent S2	Solar	08/2005
On Street	108	ST.MARYS ROAD	Metric	Accent S2	Solar	08/2007
On Street	109	ST.MARYS ROAD	Metric	Accent S2	Solar	08/2007
On Street	110	SALTHILL	Metric	Accent S3	Solar	08/2007
On Street	111	SALTHILL	Metric	Accent S3	Solar	08/2007
On Street	112	SALTHILL	Metric	Accent S3	Solar	08/2007
On Street	113	SALTHILL	Metric	Accent S3	Solar	08/2007
On Street	114	MONKSLAND	Metric	Accent S3	Solar	08/2007
On Street	115	COLLEGE ROAD	Metric	Accent S3	Solar	08/2007
On Street	116	COLLEGE ROAD	Metric	Accent S3	Solar	08/2007
On Street	117	COLLEGE ROAD	Metric	Accent S3	Solar	08/2007
On Street	118	Newcastle	Metric	Accent S3	Solar	12/2007
On Street	119	Salthill	Metric	Aura	Solar	07/2008
On Street	120	Lenaboy Ave	Metric	Aura	Solar	07/2008
On Street	121	Shantalla	Metric	Aura	Solar	07/2008
On Street	122	Willow Park	Metric	Aura	Solar	07/2008
On Street	03A	BOHAMORE	Metric	Accent S2	Solar	06/2003
On Street	33A	MERCHANTS RD	Metric	Accent S2	Solar	06/2003
On Street	60A	WATERSIDE	Metric	Accent S2	Solar	06/2003
Not Installed	123	Storage	Metric	Aura	Solar	Storage (New)
Not Installed	124	Storage	Metric	Aura	Solar	Storage (New)

Appendix Bi Non Exhaustive List Machine Parts (Accent)

<i>Description</i>	<i>Part number</i>	<i>Part number</i>
Accent machine case		
Accent cabinet with door complete	spec_30846	-
Accent cabinet casework (no door)	spec_30680	-
Accent door only (no Lexan panel)	spec_30845	-
Lexan panel	configured item	-
Illumination Kit - 230V	30763-000	-
Rack (back plane & extrusion only)	30163-000	-
Accent rack & PSU assembly 230V	30756-000	-
Accent rack & PSU assembly 110V	30756-001	-
Reject button assembly for clamshell coin system	31295	-
S2/S3 machine case		
Machine Door (exc locks)	-	configured item
S2 Solar panel protection kit	-	-
Illuminating Dome (translucent blue)	-	SL171-001
Plastic cover for display	-	SL135
Plastic rack	-	SL133
Rack support	-	SL134
Entry plate S2 (coin only - non-clamshell)	-	-
Entry plate S2 (coin and card - non-clamshell)	-	-
Entry plate S2 (coin and keypad - non-clamshell)	-	-
Entry plate S2/S3 (card only)	-	SL138-002
Entry plate S2/S3 (coin only - clamshell)	-	SL251-000
Entry plate S2/S3 (coin and card - clamshell)	-	SL251-002
Entry plate S2/S3 (coin and keypad - clamshell)	-	SL251-001
Buttons		
Green button	31330-002	SL108-000
Red button	31328-000	SL108-001
Yellow button	31328-001	SL108-002
Black button	31328-002	SL108-003
Blue button	31328-004	SL108-005
3-Button Kit for Accent (please order the items you require)		
Push-button assembly	30093	-
springs, each, add 1 per button	30180	-
Circlips (each), add 1 per button	BP0090	-
Add up to 3 Accent buttons - see above		
Cable	30192-001	-
5-Button Kit for Accent (please order the items you require)		
Push-button assembly	30715	-
springs, each, add 1 per button	30180	-
Circlips (each), add 1 per button	BP0090	-
Add up to 5 Accent buttons - see above		

Cable	30192-003	-
General hardware - machine		
Cabinet lock - Kaba 20 (code xxxx)	E20757-xxxx	E20757-xxxx
Cabinet lock key - Kaba 20 (code xxxx)	E20758-xxxx	E20758-xxxx
Door alarm switch kit	30788	SL611-001
Heater Assy	30759	SL167
Internal Keypad Assy	30069-A	30069-A
Help point kit (button, mic, speaker)	-	SL169
External Keypad (keypad only)	30727	E20375
External Keypad Kit (incl PCB, keypad/spacers/nuts&bolts) without cable	30733-000	-
Cable for external keypad (for machines without door alarm)	30752-000	-
Cable for external keypad (for machines with full door alarm)	30752-001	-
Cable for external keypad (for machines with door alarm switches only)	30752-002	-
Lower coin chute	30684	SL119
Printed circuit boards		
CPU Board	30065-1A	31241-A
External interface PCB	30058-1A	30058-1A
Graphic Display	31343-A	31343-A
Backplane pcb	30067-A	31160-A
Coin interface PCB - 700 series	30105-A	-
Coin interface PCB - 800 series	30778-A	30778-A
Notereader PCB Assy	30105-1A	-
Power Supply Unit PCB	30708-A	31263
Pushbutton pcb (for 3 button assembly)	30071-A	-
Pushbutton pcb (for 5 button assembly)	31165-A	31162-A
Pcb for external keypad	30704-A	31162-A
Coin System		
Coin system for EMP820 validator (metal frame and escrow) - up to 2005	30400-004	-
Coin system for EMP770 validator (metal frame and escrow) - up to 2005	30500	-
Coin chute assembly for EMP770 validator (without anti-trombone)	31000-004	-
Coin chute assembly for EMP770 validator (single gate anti-trombone)	31000-006	-
Coin chute assembly for EMP770 validator (double gate anti-trombone)	31000-002	-
Coin chute assembly for EMP820 validator (without anti-trombone)	31000-005	-
Coin chute assembly for EMP820 validator (single gate anti-trombone)	31000-010	-
Coin chute assy for EMP820 validator (double gate anti-trombone)	31000-003	-
Guide plate	30545	-
Insulator plate	30697	-
Fixing screws 6 x 1/2	BP2006	-
Escrow - Hanke (for EMP820 series validator)	E20768	-
Clamshell coin system with escrow - (from 2005)	31319-001	31319-001
Debris chute (clamshell coin system)	31289	SL253
Validator EMP820 / EMP860	spec_E20743	spec_E20743
Validator EMP770 - 8 channel (single currency, non-euro)	spec_E20263	-
Validator EMP770 - 15 channel	spec_E20286	-

Printer		
Printer Assembly complete (Axiom head)	30230	30230
Frame assembly RH - complete	30231-002	30231-002
Frame LH	30235-001	30235-001
Anti-static brush	30707	30707
Gear wheel assembly	30117	30117
Gear wheel assembly	30136	30136
Gear wheel assembly	30122	30122
Knife, static	30147	30147
Knife, lower moving	69426-001	69426-001
Drive roller assembly	30237	30237
Toothed belt	E20272	E20272
Pcb for Axiom printer	30448-A	30448-A
Motor Assy - 12V	30134-001	30134-001
Printer Head	30244	30244
Pedestal		
Pedestal, complete with vault door and lower ('radio') door and locks	configured item	configured item
Cradle (standard type)	PDU01032	PDU01032
Bolts for Mounting Cradle (8/pk)	BP0478	BP0478
Ground Template (for standard pedestal)	PD01151	PD01151
Notereader Pedestal including mains switchgear (without cashbox or heater)	configured item	-
Cradle for Notereader Pedestal	PDU01634	-
Notereader Unit complete (without pedestal)	configured item	-
Vault door complete including lock	configured item	configured item
Vault door complete but excluding lock	PDU 01685	PDU 01685
Vault door lock - Kaba 20 (code xxxx)	E20759-xxxx	E20759-xxxx
Vault Door Key - Kaba 20 (code xxxx)	E20760-xxxx	E20760-xxxx
Lower door ('Radio Door') including lock	configured item	configured item
Lower door ('Radio Door') excluding lock	configured item	configured item
Lock for lower door ('Radio door') - P25 (code xxxxx)	E07000-xxxxx	E07000-xxxxx
Key for lower door ('Radio door') - P25 (specify the code xxxxx)	E05000-P25	E05000-P25
Vault Door, Ticfak, including lock	configured item	-
'Electrical Access' Door (complete with triangular lock)	configured item	configured item
Cable form (pedestal to machine)	PDU 01608	PDU 01608
Barrier output kit	31093	31093
Barrier output kit cable	30192-004	30192-004
Cash Boxes / Note Boxes		
Cashbox (6 Ltr) including locks	PDU00172	PDU00172
Cashbox Lid with lock	configured item	configured item
Cashbox side lock - P10 (code xxxxx)	E06000-xxxxx	E06000-xxxxx
Key for cashbox side lock - P10 (specify the code xxxxx)	E05000-P10	E05000-P10
Cashbox top lock - P10 (code xxxxx)	E06000-xxxxx	E06000-xxxxx
Key for cashbox top lock - P10 (specify the code xxxxx)	E05000-P10	E05000-P10
Ticfak cashbox (4 Ltr) including lock	TMU00001-NL	-
ASSA key for Ticfak cashbox	-	-
Note Box (no lock)	E20315	-
Note Box lock (inc 1 key)	E20279	-

<u>Communications</u>		
Antenna for ComTech Modem, Accent (std)	E20387-000	-
Antenna for ComTech Modem, Solar Accent	E20387-002	-
Antenna for ComTech Modem, Solar S2	-	
ComTech GSM kit (Incl modem & PCB, no antenna)	31195-A	31195-A
ComTech GSM Modem (modem only)	E20386	E20386
GSM PCB for Com-Tech modem (PCB only)	31172-A	31172-A
Multitech PSTN Telephone Modem	E20311	-
P Sign - Standard 000	30799- configured item	-
Communications Board RS232 PCB	30760-A	30760-A
Cable - Psion to Accent/S2/S3	30918	30918
Cable - Psion to PC	PDU01258	PDU01258
<u>Card Reader</u>		
Cadix Card Reader Assy (please order the Reader Module - see below)	30295	30295-001
Reader Module Magnetic Head	E20277-1-ML01	E20277-1-ML01
Reader Module Geldkarte Reader	E20277-1-ML22	-
Reader Module Chipper, Chipnip and similar	E20277-1-ML41	E20277-1-ML41
Card reader pcb only (not including cardreader)	30900-A	31245-A
<u>Power Supply Options and Batteries</u>		
Power supply - 230v (Mains PSU only)	31375-000	SL282-002
Power supply - 110v (Mains PSU only)	30746-001	SL282-003
Power supply - 230v (Mains/battery - timed)	31375-000	SL282-004
Power supply - 110v (Mains/battery - timed)	30746-001	SL282-005
Power supply - solar and rechargeable battery	-	SL282-001
Accumulator - Mains 12v/2.2AH	30550-001	30550-001
Accumulator - Solar 12v/17AH	EC6210-001	EC6210-001
Accumulator - Street Light 12v / 7AH	EC6210-002	EC6210-002
Accumulator 12v/26AH	EC6210-003	EC6210-003
External Battery Cable (from machine to battery compartment)	30782	31199-001
External Battery Lead (including fuseholder) for 17AH battery	31198-000	31198-002
External Battery Lead (including fuseholder) for 26AH battery	31198-000	31198-004
<u>Solar Panel for S3</u>		
Solar Panel and mounting brackets	-	SL257-001
Solar Assembly Base	-	SL258
Solar Assembly Cover	-	SL260
Interface Moulding	-	SL275

Appendix Bii Non Exhaustive List Machine Parts (Aura)

	MK 2	MK 1
<i>Description</i>	<i>Part number</i>	<i>Part number</i>
Aura machine cabinet		
Locking assembly	S401016	Configured item
Dallas key (blue)	Configured item	Configured item
Kaba 20 key	E21890_XXXX	-
Abloy lock	-	E21843-xxx
Abloy key	-	E21844_XXX
Latch key	-	S400566
2-button display assembly	S400198	S400198
8-button display assembly	S400199	S400199
Cover for the display	S400740	S400740
Internal Keypad assembly complete	S401154	-
Cable to internal keypad	S401286	S400491
External Keypad (keypad only)	S400192	S400192
Cable to external keypad	S400625	S400625
Front label	SPEC_S401300	S400538
Blanking plate	S401392	-
Cable to front panel LEDs	S400563	S400563
Cable to information panel LEDs	S400562	S400562
Solar housing	Configured item	S400101
Gasket between cabinet and lower case	S401260	
Aura internal components		
Ticket roll hub	S400150	S400150
Ticket roll mounting assembly	S400153	S400153
Alarm	S400714	S400714
Heater Assy	S401281	S400571
Cable to display	S401283	S400205
Clamshell coin mechanism	S401102	S400021-000
EMP880 validator	E21855/xxx	E21855/xxx
Cable to coin system	S401270	S400492
Printer assembly	S401071	S400167
Printer cable - data	S400206	S400206
Printer cable - power	S400213	S400213
Ticket chute	S401139	S400750
Ticket cup	S401234	S401234
Mains power supply 230V AC	S401085-000	S400159-000
Cable assembly (mains psu)	S400212	S400212
Thermostat	RC02888-001	RC02888-001
Cableform - backplane to pedestal	S401278	configured item
Cable to upper lock	S401276	S400492
Compact Flash card 128Mb	EC6840-032	EC6840-032
Printed circuit boards		
CPU Board	S400017-A	S400017-A
Power Supply PCB	S400095-A	S400095-A
Backplane pcb	S400171-A	S400171-A
Internal Keypad pcb	30069-A	30069-A

Display pcb	S400635-A	S400635-A
Keypad pcb	S400222-A	S400222-A
Upper lock control pcb	S400135-A	S400135
Vault lock control pcb	S400742-A	S400135
Coin channel interface	S400743	S400135
Coin opto	-	S400024
Printer interface	S400015-A	S400015-A
Printer opto	S400096	S400096
Opto switch - 5 pin	-	S400195-1A
Opto switch - 4 pin	-	S400195 -2A
Illumination - information label	S400237-A	S400237-A
Illumination - panel	S400509-A	S400509-A
Pedestal		
Pedestal complete	configured item	configured item
Escrow assembly	-	S400163
Bounce plate	-	S400641
Coin return cup assembly	S401101	S400001
Cosmetic door	-	configured item
Cradle (standard type)	S401159	S400180
Security plate	S401219	configured item
Dallas key (green)	configured item	configured item
Locking mechanism for Vault door	S401018	S400358
Vault door	configured item	configured item
Microswitch assembly - vault door	S401448	configured item
Microswitch assembly - locking latch	S401262	configured item
Switch - coinbox	S401180	configured item
Lower door	S401176	configured item
Locking lever for lower door	S400394	S400394
Lock for lower door - P25 (code xxxxA)	E21869-xxxxA	E21869-xxxxA
Key for lower door - P25 (specify the code xxxxA)	E05000-P25	E05000-P25
Cable form (pedestal to machine)	S401287	configured item
Battery shelf	S401170	S400392
Cash Boxes / Note Boxes		
Cashbox (6 Ltr) including locks	PDU00172	PDU00172
Cashbox Lid with lock	configured item	configured item
Cashbox side lock - P10 (code xxxxx)	E06000-xxxxx	E06000-xxxxx
Key for cashbox side lock - P10 (specify the code xxxxx)	E05000-P10	E05000-P10
Cashbox top lock - P10 (code xxxxx)	E06000-xxxxx	E06000-xxxxx
Key for cashbox top lock - P10 (specify the code xxxxx)	E05000-P10	E05000-P10
Note Box (no lock)	E20315	E20315
Note Box lock (inc 1 key)	E20279	E20279
Communications		
GSM Modem card	E21864	E21864
Antenna for GSM Modem	E20387-000	E20387-000
Ethernet modem (Moxa)	E21883	-
Power cable for Ethernet modem	S401494	-
Serial cable for Ethernet modem	S401495	-
Card Reader		

Cadix Card Reader Module (Magnetic stripe & Chipcard)	E20277-1-ML01	E20277-1-ML01
Solar panel and Batteries		
Accumulator - Mains 12v/12Ah with cable	S400214-000	S400214-000
Accumulator - Solar 12v/38AH with cable	S400214-001	S400214-001
External Battery Cable (from machine to battery compartment)	S400211	S400211
External Battery Lead (including fuseholder) for 12AH battery	S400210	S400210
External Battery Lead (including fuseholder) for 38AH battery	31198-002	31198-002
Solar panel	E21851	E21851
Solar module assembly complete	configured item	S400100-000

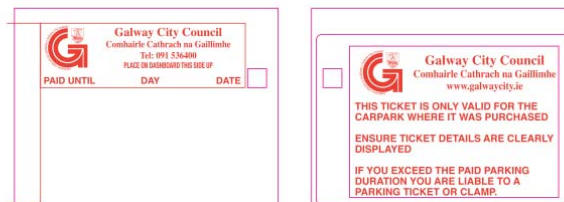
Appendix C Pay & Display Machine Ticket Proofs

Accent Type Tickets **NOT TO SCALE**

On Street Accent Ticket
(Black Text)



Off Street Long Term
Accent Ticket (Red Text)



Aura Type Ticket, below. **NOT TO SCALE**



Currently On-Street only
(Black Text)



APPENDIX D

DECLARATION ON OATH/SOLEMN

DECLARATION ON OATH/SOLEMN DECLARATION [Delete as applicable]
in relation to the grounds specified in Directive 2004/17/EC Article 54 or Directive
2004/18/EC Article 45 and 51

Name of Applicant:		[block capitals]
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On behalf of the above named Applicant I hereby declare that none of the circumstances specified in **Directive 2004/17/EC Article 54 or Directive 2004/18/EC Article 45 and 51** apply to the above named Applicant i.e. that no member of that Consortium or Joint Venture:

Has been the subject of a conviction by final judgment for one or more of the reasons:

- (a) participation in a criminal organisation, as defined in Article 2(1) of Council Joint Action 98/733/JHA;
- (b) corruption, as defined in Article 3 of the Council Act of 26 May 1997 and Article 3(1) of Council Joint Action 98/742/JHA respectively;
- (c) fraud within the meaning of Article 1 of the Convention relating to the protection of the financial interests of the European Communities;
- (d) money laundering, as defined in Article 1 of Council Directive 91/308/EEC of 10 June 1991 on prevention of the use of the financial system for the purpose of money laundering.

And that no member of that Consortium or Joint Venture:

- (1) is bankrupt or is being wound up in this or any other jurisdiction, and
- (2) is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up, or under administration by the court, or for an arrangement with creditors, or of any other similar proceedings under national laws or regulations in this or any other jurisdiction, and.
- (3) has been convicted of an offence concerning its professional conduct by a judgment which had the force of res judicata. (for this statement a health and safety offence is not deemed to be an offence concerning professional conduct)

And that each member of the applicant Consortium or Joint Venture:

- (1) has fulfilled its obligations relating to the payment of social security contributions in accordance with the legal provisions of the country in which it is established, and
- (2) has fulfilled its obligations relating to the payment of taxes in accordance with the legal provisions of the country in which it is established.

This declaration has been made to the best of my knowledge and belief for & on behalf of Applicant
(signature must be that of a Director/Principal)

Signed :		Date:	
Name :			[block letters]
Title :			[block letters]

Witnessed in the presence of a Commissioner of Oaths

OR

Witnessed in the presence of a Judicial Authority/Administrative Authority/Notary/ Competent Profession or Trade Body in country of origin of Applicant or in the country whence that Applicant comes.
(delete as appropriate)

Signature/seal:		Date:	
Name of Witness			[block letters]
Position/Capacity			[block letters]