

# B & W LIFT SERVICES LIMITED

Reg. Office:

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## B & W LIFT SERVICES LTD. MAINTENANCE CONTRACT BACKSAVER, EURORANGE AND HEAVY DUTY LIFT TABLES GOODS LIFTS

### Statutory Obligations

Employers are required to ensure that all lifting equipment is thoroughly examined usually at a minimum period annually for all equipment and at least six monthly for equipment which is used for lifting people. This requirement is laid down in the Lifting Operations and Lifting Regulations 1998 (LOLER) and also in the Provision and Use of Work Equipment Regulations 1998 (PUWER). Where equipment is used primarily by members of the public, then six monthly examinations would normally be required under the Health & Safety at Work Act 1974.

### Lift Maintenance Contract

We endeavour to keep our customers' maintenance cost to a minimum and therefore the contract charges shown below apply to mainland England, Scotland and Wales only and include all travelling time mileage, but exclude V.A.T. or new/replacement parts and are payable in advance. Frequency of visits should be judged on the amount of use the lift receives but, to comply with legislation, should not be less than twice yearly. See the attached Lift Maintenance Schedule, which shows items that would be checked on each visit.

### Standard Lift Tables

	<u>Per Visit</u>	
	<u>Single Lifts</u>	<u>Additional Lifts</u>
<u>Single Lifts</u>		
2 visits per yr. at approx. 6 monthly intervals	- £160.10	£104.75 each
4 visits per yr. at approx. 3 monthly intervals	- £137.85	£90.45 each
6 visits per yr. at approx. 2 monthly intervals	- £115.75	£79.50 each
<u>Goods Lifts</u>		
4 visits per yr. at approx. 3 monthly intervals	- £160.10 per visit	
6 visits per yr. at approx. 2 monthly intervals	- £137.85 per visit	

## SERVICE - INSTALLATION - MAINTENANCE

MECHANICAL-ELECTRICAL-HYDRAULIC & PNEUMATIC ENGINEERS

Directors: K.W. BARNES, P.C. WADE, J.R. WELTON. Company Registered in England & Wales No. 4718389



## **LOLER/PUWER**

A written report on the lift's condition is included in our charge. If a Loler/Puwer (Statutory Report) is required following the service visit, there is an additional charge of £17.50.

We hope that you will take advantage of the Company Service Scheme by signing the enclosed contract and returning it to us. You will then be assured that your lift will be receiving regular attention from our skilled Engineers, maintaining the high degree of reliability, which we incorporate in our products.

Yours faithfully  
For **B & W Lift Services Ltd.**

*John R Welton*

**JOHN WELTON – SERVICE / INSTALLATION MANAGER**

**MAINTENANCE CONTRACT**

Contract between **B & W Lift Services Ltd. Unit 3, Phase 1, New Road Ind. Estate, Grace Road, Sheerness, Kent. ME12 1DB** (hereinafter referred to as the Contractor) of the one part and .....  
(Hereinafter referred to as the Buyer) of the other part, in which the Contractor agrees to maintain the undermentioned goods and to service same on the terms and conditions as detailed below.

**IN CONSIDERATION** of the payment to them of the amount specified below, the Contractor agrees to maintain the Lifting Plant specified at the premises of the Buyer. The Contractor agrees to maintain such plant in accordance with the services set out in "The Maintenance Schedule" attached.

If the servicing or maintenance specified is not carried out to the satisfaction of the Buyer, then it is agreed that the Buyer has the right of cancelling this Contract at any time subject to the completion of the payment at current rates, for the work already in hand.

It is agreed that it is the liability of the Buyer to allow a reasonable access to the Contractor to undertake the services specified in this contract, but the Contractor must, at all times, use every endeavour to prevent inconvenience to the Buyer's free use of the Buyer's plant.

The period of this Contract shall be from the.....  
.....  
to the .....  
.....  
and thereafter for ensuing periods at similar dates unless prior cancellation in writing is made by the Buyer.

..... visits per annum at a cost of: £                      per visit.

All prices shown are subject to V.A.T. at current rate.

Schedule of equipment to be serviced .....  
.....  
.....

Installation address: .....  
.....  
.....

Any new parts or replacements which may be required are not included in this Contract sum and will be charged extra. Please see Spare Parts List.

continued/.....

Lift(s) Serial No. ....

Invoicing Name: .....

Invoicing Address: .....  
.....  
.....

Contact Name (**must be given**): .....

Order No (**must be given**): .....

Site contact name and telephone number: .....  
.....

Signature of Contractor: ..... Date:.....

Signature of Buyer: ..... Date: .....

**LIFT MAINTENANCE SCHEDULE**

**DATE:** .....

**LOCATION:** ..... **LIFT TYPE:** .....

**ENGINEER:** ..... **SERIAL No:** .....

1. **Inspect for any fluid leaks and rectify, as required.**
2. **Top up hydraulic reservoir with appropriate fluid.**
3. **Check and adjust solenoid valves, as necessary.**
4. **Inspect all hoses and pipes.**
5. **Inspect all mountings for security and wear.**
6. **Inspect all cylinders and check seals.**
7. **Inspect all bearings and moving parts of scissor action.**
8. **Lubricate all moving parts, where necessary.**
9. **Inspect electrical contactors and overloads.**
10. **Inspect control buttons.**
11. **Inspect limit switches and adjust, if required.**
12. **Inspect safety trip bars or other safety items, where fitted, and make any required adjustments.**
13. **Operate safety trip bars, where fitted, and check re-set facility.**
14. **Ensure that pit is free from rubbish.**
15. **Clean hinges and examine for wear.**
16. **Inspect cylinder mountings for wear.**
17. **Check operation of safety chocks.**
18. **Visual inspection of electrical installation.**
19. **Check condition of all labels, rating plates and safety notices and replace, as necessary.**
20. **Supply inspection report.**

**LIFTS FITTED IN SHAFTS OR ENCLOSURES WILL HAVE  
THE FOLLOWING ADDITIONAL CHECKS**

1. **Check operation of sliding or hinged door gear.**
2. **Check operation of safety door interlocks and condition of contacts.**
3. **Check operation of automatic levelling switches.**
4. **Check operation of position switches and re-set, if necessary.**
5. **Inspect enclosure if fitted on platform.**
6. **Check operation of emergency push buttons.**

**METHOD STATEMENT FOR SERVICING ALL  
SCISSOR AND MAST LIFTS**

1. Upon arrival to service lifts, report to proper authority indicating the names of all personnel attending. Comply to all Health & Safety procedures of the customer.
2. Fill in appropriate Risk Assessment form covering site conditions.
3. Place **WARNING** signs and barriers, if required, around our working area.
4. Locate lift electrical isolator (placing appropriate signs to warn other personnel of our actions) and isolate lift if necessary.
5. We will then carry out Lift Maintenance Schedule, as per attached sheet.
6. Lift should then be put back into full working order.
7. Report to the proper authority that the lift has been fully serviced and is back in action.
8. Book off all our personnel from the customer's premises.

## SERVICE DEPT. RATES AND CHARGES 2010

<u>ITEM</u>	<u>CHARGE</u>
Engineer Site & Travel Time (Standard)	£35.00 Per Hour
Mate Site & Travel Time (Standard)	£25.00 Per Hour
Engineer Site & Travel Time (Premium)	£52.50 Per Hour
Mate Site & Travel Time (Premium)	£37.50 Per Hour
Mileage	£0.60 Per Mile
Overnight Accommodation	£95.00 Per Man Per Night
Minimum Call-Out Charge	£175.00

- **Premium rate working time is defined as follows:**

Saturday after 12.00 pm, Sunday all day, Bank holidays, Weekdays after 8.00 pm until 6.00 am the following day.

- **Minimum standard call-out charge is defined as follows:**

Covers the first two hours, travelling and labour, including mileage.

The above rates are valid for the year 2010 and will be re-assessed in December for the ensuing year.

Lift service contract rates and charges are specified and defined in the B & W Lift Services Maintenance Contract and schedule.