



CONTRACT OF PORTABLE APPLIANCE TESTING

Company			
Contact Name			
Email address			
Telephone Number		Mobile Number	
Date Commencing	/ /2011	Reference	RED-10265
Number of items		Flat Rate	
CAD Ref:	LON/1145	Visual Inspection Rate per item	N/A
Label Set		Microwave emission test	
Frequency- All Equipment	12 months	Frequency on I.T	12 months
Client Address:		Test Site Name & Address	
Site Contact:		Site Contact Tele / Mobile Number:	
Start Time :	Finish Time :	Parking Available	
Details : Leads & Appliances – Tested or Inspection Separately Replace Plugs – Damaged Only (Free) Fuses – Replace (Free) Re terminate Faulty Cables – YES (Free)		Client Special Comments:	

All pat testing work will be carried out according to the Institute of Electrical Engineers (IEE) Code of Practice for In-Service Inspection and Testing of Electrical Equipment. All our engineers are qualified and CRB checked.

This Contract of Portable Appliance Testing is for duration of 12 months; during which Cad Facilities Ltd will test items on an annual basis for the price quoted. We are available out of office hours and weekends to carry out testing at no extra cost.

The price includes:

- Detailed inventory- as sample provided
- Certificate of testing
- Full visual inspection
- Insulation test
- Earth continuity test
- Earth leakage test
- Free fuse replacement (as required)
- Free Plug replacement (as required)
- Plug rewiring (as required)
- Correctly wired plugs
- Correctly rated fuse
- Quality PAT Labels (sample provided on web site)

We start with a visual inspection checking for damaged flexes, damaged plugs and equipment (overheating, burn marks, and discolouration), correctly wired plugs and correctly rated fuse. Followed by a series of tests (depending on the class of equipment), which may include: earth continuity testing, insulation resistance, polarity test, and earth leakage test.

We fully bar code all items presented for PAT testing. This will make repeat PAT Testing and report generation easier, faster and more cost effective. Along with adding extra value to your report material, this can be used as a stock asset register for all your electrical appliances. All work is undertaken by fully qualified engineers within agreed time spans to meet your needs.

Upon completion of Portable Appliance testing you should receive a report that details the following as a minimum:

- An inventory containing each appliance type, name, location and description
- A full set of test results for each appliance tested included in the inventory
- A full list of any failed items with an explanation of their failure
- A pass or fail label on each appliance detailing the inspection date, next test due and the inspector's signature.

Our accreditations include:

City and Guilds 2377 Portable Appliance Testing
 Quality Insurance and Health & Safety Programme
 List of Current corporate contracts.

Financial Standing:

Public Liability £2 million
 Employers Liability
 Professional Indemnity

Equipment to be used: Seaward Prime Test / Psion Work about pro / Microwave Leakage Detector. All our equipment is Calibrated, this is to ensure that the original PAT Tester manufacturer specifications for accuracy are still met and that electrical appliances being tested will not fall into the wrong Pass or Fail category.

Engineers must have access to site on dates agreed, if the engineer does not have access for any reason, aborted visit charge applies of £50. per engineer. The Electricity at Work Regulations of 1989 places a "duty of care" on employers and landlords to maintain electrical systems to prevent danger where otherwise it may exist, the term electrical systems refers to all parts of an installation including portable appliances. The most efficient and comprehensive way of ensuring your duties are performed and adequate records are kept is by performing Portable Appliance testing (PAT) in accordance with the IEE Code of Practice for In-service Inspection and Testing of Electrical Equipment. By following this practice, you can be sure that your obligations have been met under the Health and Safety at Work Act so far as electrical safety is concerned and more importantly that your staffs, visitors, patients, buildings and possessions are safe.

Liability

- Subject to the specific warranty provisions contained herein, CAD Facilities' liability for any claims of incidental injury, loss or damage made by the customer arising out of or in connection with any defects in the products or any act, omission, neglect or default (whether or not the same constitutes a fundamental breach of the contract or a fundamental term thereof) of CAD Facilities its servant or agents in the performance of the contract shall be limited to the invoiced value of the contract.
- CAD shall not in any event be liable for any consequential loss, data loss or damage howsoever caused.

Payment

- Payment of invoices shall be made within 14 days of invoice date. CAD Facilities Ltd shall have the right to charge interest from the invoice date on overdue invoices without further notice at the rate of 4% over the base rate of H S B C for the time being
- All prices are subject to VAT at 20%.The ownership of test results remains the property of CAD Facilities Ltd until all invoices are paid in full.

The management team and board of directors compliment their friendly and well qualified staff, all of whom have extensive experience in the Portable Appliance Testing industry. Our ongoing commitment to providing our customers with the highest service levels and extremely competitive pricing. We would like thank you in your interest in CAD Facilities Ltd.

Print Name		Position	
Signature		Date	

CAD Facilities Ltd, 145 - 157 St John Street, London, EC1V 4PY

Telephone: 020 754 0057 Fax: (0)118 9461 561 Email: info@cadfacilities.com www.cadfacilities.com