



Generator Maintenance

RM3824 HELGA Agreement

Generators are prone to failure for a number of reasons without regular checks on their performance. Generator manufacturers recommend that you should be servicing your generator on an annual basis. These regular service checks will prolong the life of your generator and prevent serious faults that could affect your energy supply.

It is vital to keep any generator in good condition and maintenance providers can assist in running a number of checks including site load or a load bank testing.

Suppliers through the HELGA DPS can not only provide annual servicing, but can also assist in removing and disposing of the asset.

To support you putting a contract in place all you need to do is follow these easy steps:

- 1)** Access as a buyer by registering on HELGA DPS by visiting <https://supplierregistration.cabinetoffice.gov.uk/dps#utilitiesandfuels>
- 2)** Create your project supplier list using the DPS filter options:
 - A. Service 2: Delivery Services > Electricity > Generators
 - B. Project Location
 - C. Project value
- 3)** Export your list of suppliers

If you need any further support or assistance please contact us via info@crowcommercial.gov.uk

- 4)** Develop your Call for Competition pack –
 - State the competition is being run through RM3824 Heat Networks and Electricity Generation Assets agreement
 - Specification / Scope of requirement
 - Timetable of events (including critical deadlines i.e Tender response deadline)
 - Set evaluation criteria and associated weightings
 - Include relevant documents eg. T&C's (if you wish to use your own rather than suppliers)
 - Performance measures / KPI's you may wish to include
 - Payment options (monthly in arrears, quarterly, annually)
 - Length of contract (number of years and review points)
- 5)** Invite all exported suppliers to your Call for Competition via an e-sourcing platform
- 6)** Evaluate supplier responses
- 7)** Award
- 8)** Commence contract



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