

Thank you for choosing CIA Fire & Security Ltd to have the opportunity to provide your quotation, please find below additional information which is relevant to the alarm system.

CIA FIRE & SECURITY LTD

STANDARD CONDITIONS AND NOTES (AUDIBLE ONLY)

SYSTEM DESIGN PROPOSAL

Introduction

Installation will conform to PD 6662:2004:

SECURITY GRADE – Site specific

(*Dependent on options taken in schedule A and confirmed in Schedule C – Confirmation of Acceptance)

(PD 6662 is the UK implementation of BS EN 50131).

Your intrusion and hold up alarm system is designed such that an intruder must activate at least one detection device. A time delay is activated when the entry door is opened to enable the system to be de-activated using the keypad.

If the initial entry door is subject to an attack or forced open, the alarm will activate.

The door entry contact must be opened within ten seconds of the shock detector triggering for the entry shock zone response to apply.

The System

Input Device Descriptions

Input Device Descriptions are contained in the Specification/Equipment Listing.

Control and Indicating Equipment

The control and indicating equipment is described in Specification/Equipment Listing.

Setting and Un-setting the System

Setting the System

Setting of the system is achieved by presenting the key tag to the entry/exit keypad or entering a code number at the entry/exit keypad then leaving by the final exit door. A confirmation sound will be given on successful completion of setting.

Note: Two key tags provided in basic installation.

Un-setting the System

On opening the entry door, the system is then unset by presenting the key tag to the entry/exit keypad or entering a code number at the entry/exit keypad. The timed entry procedure should not exceed 45 seconds.

Features of the system

Back up Power Supply

Yuasa rechargeable batteries are incorporated within the Control panel to perform as a standby source of power in the event of a mains power failure. Whilst the mains power is operating correctly these batteries are being trickled charged. The control panel battery will maintain the system in a quiescent state for a minimum of twelve hours.

Audible Warning Devices (Sounders)

The Armour-flash external bell box is a metal zintec coated housing with foam protection and an inbuilt sounder and strobe with an S.A.B. sealed circuit board complete with Ni-Cad battery.

Anti - Tamper Protection

All control equipment, external sounder and circuits including sensors, contacts, P.A.s etc. have their own anti tamper circuits.

Should an attempt be made to remove any lid or cut any cable in the day (unset) state a local alarm will be generated. Should a cable be cut or a lid removed with the system set a full alarm will be generated

GENERAL CONDITIONS AND INFORMATION

Our quotation is based on installation to PD 6662:2004 (PD 6662 is the UK implementation of BS EN 50131) and National Security Inspectorate/ National Approval Council for Security Systems (NSI/NACOSS) requirements.

Environmental Requirements

NSI/NACOSS NACP 2 clause 6.4 states that where a security system incorporating an audible alarm is installed the owner should notify the local police and environmental health authority within forty-eight hours of the system coming into operation.

PD6662 require any security system fitted with an audible alarm to have a cut off time not exceeding 15 minutes. Where an alarm is fitted at the insistence of their Insurers, customers should ensure that the curtailment of the audible alarm after the agreed period is acceptable.

Police Response

This is an audible only system.

Recognition

CIA Fire & Security Ltd are approved as installers by all local police authorities including Gloucestershire, Wiltshire and Thames Valley police.

CIA Fire & Security Ltd are a **NSI NACOSS GOLD** registered installer and our procedures conform to their standards.

Our business procedures comply with BS EN ISO 9001 2000.

CIA Liability Cover

We are insured for PUBLIC LIABILITY limited to £ 5,000,000, EMPLOYERS LIABILITY limited to £ 10,000,000, PRODUCT LIABILITY and WRONGFUL ADVICE limited to £5,000,000.

Back up Service

A twenty-four hour call out service is provided. This service is manned during office hours by our technical support team and out of hours by our SIA licensed Alarm Response Operatives, on-call alarm engineers and supported by senior management.

Maintenance Service

Audible Alarm systems ("Bells only") require annual maintenance services.

The service charge is paid annually in advance. After each service you will be advised of the engineer's findings in a copy of his report should it be requested.

If the annual maintenance of the alarm is cancelled during the guarantee period, the guarantee is null and void and an increased call-out charge may be incurred.

Call out Charges

Where applicable, call out charges will be made. In addition mileage charged per mile will apply for each additional attendance outside the agreed service requirement.

Call out charges will apply if the fault is not the fault of CIA Fire & Security Ltd or the call out results from an attempted burglary.

System Ownership

The complete system is wholly owned by the client and guaranteed for two years on the settlement of the initial installation account.

Our two-year guarantee is subject to the system being maintained under our service contract.

The guarantee is null and void if any part of the system is interfered with by any other party other than CIA Fire and Security Ltd.

Lightning Protection

Lightning damage is not covered by your guarantee. Lightning strikes on the national telephone system frequently cause damage to electronic equipment connected to the telephone networks.

Lightning protectors are now available to protect your communicator from the effects of lightning. Should you wish to have this item fitted the cost is indicated in our quotation.

Please note that lightning protection for your communicator would not give protection against damage to your premises or power supply as a result of a direct lightning strike. A lightning strike can result in serious damage to electrical installations including your intruder alarm system wiring and components. **General protection would not be provided by the communicator protection.**

On very rare occasions, following a severe electric storm, you may have problems with your telephone system particularly if you suspect that your house has been subjected to a direct lightning strike. In these circumstances we recommend that your intruder alarm control panel is checked before calling your telephone service provider. Although our visit will be chargeable it could avoid significant service call out charges from your telephone service provider.

Access for Inspection

Should our quotation be accepted then the purchaser agrees that the installer and NSI/NACOSS may be allowed access for the installation, maintenance and inspection of the system.

Customer Damage

CIA is not liable for damage caused by customer action or resulting from customer misdirection.

Intruder Damage

CIA is not liable for damage to equipment caused by intruders or attempts to disable the system in the course of an attempted break in.

Customer Interference

CIA is not responsible for damage resulting from interference or inspection of the system by the customer.

Noise Pollution

Customer's attention is drawn to the need to minimise noise pollution and external sounders are designed to curtail their operation after 15 minutes.

Changes to Property and Contents

It is the clients responsibility to inform CIA Fire & Security Ltd of any alterations made to the property or additions to its contents that may affect the functionality or effectiveness of the intruder alarm system i.e. erection of stud wall, increase in value of items in room.

Quotes Made From Architects Drawings

Should this quotation be provided using a set of architects drawings and therefore a full site risk assessment in accordance with PD6662 was not conducted CIA Fire & Security Ltd is not liable for goods within the property. This quotation is provided to cover the volume only of each room and not its contents. Therefore, it is the client's responsibility to inform CIA of any known health and safety risks/hazards and any specific items they require protecting.

Risk Assessments

Risk Assessments are carried out on the initial survey of the property for Health and Safety. It is the customer's responsibility to advise CIA of any significant alterations to the property and its surroundings that may affect the Health and Safety of employees working at the property after the initial survey.

Insurance

You should for insurance purposes pass this specification to your insurance company

Smoking

CIA Fire & Security Ltd operates a no smoking policy.

KEYHOLDING

Client Supplied Keyholders

Keyholders must be able to operate your alarm system, hold the keys for your property, know the code or have a tag to set/unset your alarm and live within 20 mins of the property. Your keyholders also need to know your security identity password. You must inform CIA of any changes in keyholders immediately.

CIA Keyholding and Alarm Response

CIA are offer a professional keyholding, alarm response and patrol service, manned by our own SIA trained personnel. These personnel can assist a keyholder on site or take the place of a keyholder and attend activation's, access the premises, identify the cause of the activation and where necessary liaise with the police, fire brigade and the alarm engineers without unnecessarily inconveniencing staff or friends.

We are pleased to offer this unparalleled service at present within a 15mile radius of our Cirencester based offices.

To take up this option please indicate on the confirmation of acceptance form (Schedule C) Option C.

Costs of the keyholding service are laid down in the options in the Installation Chargeable Options.

PREVENTING FALSE ALARMS – POINTS TO REMEMBER

- 1) The alarm installation should be operated only by persons who have been trained in its operation. Our installation quotation includes full handover and operational guidance from the installation engineer, if you should require any further assistance or additional people to be instructed on the operation of the alarm, please don't hesitate in contacting CIA.
- 2) Before leaving the premises check that all doors and windows are physically secured. A walk around the protected area is the only effective way of doing this properly.
- 3) Ensure that detection devices are not obstructed. In particular be careful that infrared beams and space detectors are not obstructed by stock or other items.
- 4) Keep sensors free from cobwebs and spiders etc - **this is a classic false alarm cause.**
- 5) If space detectors are used do not introduce sources of heat, movement or sound into the area protected by these detectors without informing the alarm company. In hot weather please remember to shut windows and turn off fans in rooms where there are detectors - **this is a frequent problem.**
- 6) Remember to put all pets in the relevant rooms before setting your alarm.
- 7) Always follow the entry/exit procedure agreed with the alarm company. Entry through any door other than the one designated is not to be allowed. Switching off the alarm system is always the first task on entry.
- 8) Before entry, ensure that all the keys/tags necessary to enter the premises are readily available and where applicable code numbers are known.
- 9) Inform the alarm company of any alterations to the premises that might affect the alarm system. Do not permit people other than employees of the alarm company to make changes to the alarm system.
- 10) Treat the alarm system with care. Wiring and detection devices can be accidentally damaged or moved. Should this occur inform the alarm company immediately. Please let us know in advance if you know work is to be carried out and that sensors etc. may need moving,
- 11) After a false alarm check the system carefully and, if possible, note the cause of activation. Inform the alarm company engineer of the believed cause of the activation immediately.
- 12) Make sure that regular maintenance checks are carried out by your alarm company.
- 13) When a problem arises remember to contact CIA on 07860 910055. This is a paging service, leave your name and telephone number and the engineer will call you straight back.
- 14) Your intruder alarm is a serious attempt at preventing crime. Be responsible in its use. Ensure that CIA are kept fully up to date with any changes to keyholders etc.
- 15) Do not give unaccompanied access to the premises without full training on the operation of the system and the password procedure. Passwords can be altered by formally informing us of the change.
- 16) **Lightning protectors** are now available to provide limited protection for your communicator from the effects of lightning as lightning damage is not covered by your guarantee. Should you wish to have this item fitted, the cost would be £30.30 plus VAT. (see also General Notes & Conditions). For more comprehensive lightning protection please ask for a separate quotation.
- 17) Most intruder alarm systems require a mains supply. If the electricity supply to your system is disconnected for more than 4 hours contact CIA as soon as possible.

CONTRACT TERMS & CONDITIONS

1. All prices are subject to the following terms and conditions. The company reserves rights to, in the event of changes to the regulations affecting specification and/or cost. The client will always be consulted.
2. VAT will be added at the appropriate rate at the time of invoicing.
3. Any items supplied by the company found to be defective due to bad workmanship or faulty components, will be repaired free of charge provided the company is advised of any defects within a period of three months from the date of failure and within 2 year Guarantee period. After that date, all equipment that develops a fault will be replaced but materials and labour will be invoiced.
4. Accounts strictly net-seven days from date of invoice.
5. Subject to the provision for repair in respect of bad workmanship or component as set out above.
6. No liability shall attach to the company in respect of consequential loss or damage howsoever arising due to the failure or non-performance of the equipment or any part thereof.
7. In any case of litigation English law shall always be deemed to apply and the company will only be responsible for the value of goods supplied.
8. Liability in all cases howsoever arising is limited to the purchase price of goods supplied only.
9. Notwithstanding the installation of components or equipment on the purchaser's property ownership of goods does not pass until payment has been made in full and the purchaser hereby permits and authorises the company to enter upon its land for the purpose of removing the components or other equipment installed by the company in respect of which an account remains outstanding and the company shall not be responsible or liable for any damage occasioned by the removal of such components or equipment.
10. The system is NOT complete until handed over officially by the engineer and hand over sheet signed by customer.