Scope Document

Unit Name

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# Document Version History

Version history below;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Version** | **Date** | **Comment** | **Name** | **Company** |
| 1.0 | Insert date | Initial Version (1.0) - First submission for review and approval | Insert name | Insert company |
| 2.0 | Insert Date | Insert comment | Insert Name | Insert company |

# Introduction

The document shall be developed on a unit basis, based on proposed scope for upcoming System Services Procurement Gate.

The Tenderer shall submit this document within 2BD following confirmation of test date.

If there are any issues with meeting the requirements or completing this document, please contact [generator\_testing@eirgrid.com](mailto:generator_testing@eirgrid.com) or [generator\_testing@soni.ltd.uk](mailto:generation-outages@soni.ltd.uk) as appropriate.

If there are changes to planned scope or timelines, this document shall be revised, and submitted to [generator\_testing@eirgrid.com](mailto:generator_testing@eirgrid.com) or [generator\_testing@soni.ltd.uk](mailto:generation-outages@soni.ltd.uk) as appropriate.

If changes to a unit’s characteristics or provision of services are not outlined in this scope and this may pose risk to report approval.

# Unit Data

|  |  |
| --- | --- |
| Unit Name | Unit to Specify |
| Technology Type (WFPS, DSU, etc.) | Unit to Specify |
| Installed plant, MW size and quantity of modules as applicable | Unit to Specify |
| Registered Capacity/Maximum Continuous Rating (NI) / Dispatchable Quantity (DSU) | Unit to Specify |

# Contact Details

## Contact details

The Tenderer shall provide contact details for a single point of contact for this unit. This person shall be the main point of contact in managing communication with the EirGrid/SONI testing team, co-ordinating testing, and ensuring testing requirements and test report deadlines are met.

|  |  |
| --- | --- |
| Name | Unit to Specify |
| Contact phone number | Unit to Specify |
| Contact email address | Unit to Specify |
| Company | Unit to Specify |

# Scope

## Overview

*Please outline the objective of the tests that have been requested for upcoming Procurement Gate for System Services. Please reflect this in the table below.*

*For DSUs, reference can be made to a specific DSU Application form if this information has already been provided*

The table below shall be completed with respect to applications for the upcoming System Services Procurement Gate.

*Please delete rows if not applicable*

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Existing contract held?**  **(Y/N)** | **Unit intends to change an existing contract**  **(Y/N)** | **Expected service volume** | **Signalling works required?**  **(Y/N)** | **Testing required?**  **(Y/N)** | **Is there an impact on Grid Code compliance that may require Grid Code testing – e.g. minimum load changes (Y/N)** | **TOD submission required? (Y/N)** |
| **FFR** |  |  |  |  |  |  |  |
| **POR** |  |  |  |  |  |  |  |
| **SOR** |  |  |  |  |  |  |  |
| **TOR1** |  |  |  |  |  |  |  |
| **TOR2** |  |  |  |  |  |  |  |
| **RRD** |  |  |  |  |  |  |  |
| **RRS** |  |  |  |  |  |  |  |
| **RM1** |  |  |  |  |  |  |  |
| **RM3** |  |  |  |  |  |  |  |
| **RM8** |  |  |  |  |  |  |  |
| **SIR** |  |  |  |  |  |  |  |
| **SSRP** |  |  |  |  |  |  |  |

## Detailed Scope of Works

*In this section, please detail the scope of works required in order to achieve the services outlined in Section 5.1.*

*This should include where applicable:*

* *detail of works to be carried out prior to test date (i.e. identify changes to be made on site)*
* *detail of signalling works, if required*
* *software updates – include details on versions, detail of changes from previous versions*
* *detail of impact of any changes listed above on performance of the unit or Grid Code compliance*
* *detail on changes to TOD, if TOD update/new submission will be required*
* *detail of any risks associated with the scope in terms of performance of the unit or Grid Code compliance*

*If no updates or works are being carried out, please detail how the proposed services are to be provided.*

*If the unit has previously tested, and is not proposing updates or works, please detail how changes to volume or contract is to be achieved.*

# Timeline

## Timeline

*The tenderer shall outline the timeline for achieving required scope and fulfilling of contract requirements. Please specify dates for achieving key milestones and deadlines.*

*Please note the order of the milestones below is a guideline, the order may differ depending on the unit and the scope of works; please add additional lines as required.*

|  |  |
| --- | --- |
| **Milestone Description** | **Date** |
| Confirmation of test date(s) |  |
| Submission of Scope Document  *Requirement: Within 2BD following confirmation of test date* |  |
| Submission of DSU application, if required |  |
| Request for signal list updates, if required  *Please ensure sufficient time is allowed for updates to the unit signal list and resulting wiring works.* |  |
| Submission of test procedures for review  *Requirement: At least 10BD prior to test date, please allow time for review and revisions if required* |  |
| Submission of load profile for works or software updates if required  *Requirement: To be submitted before 10am 2BD prior to carrying out works/updates* |  |
| Confirmation of test date  *Requirement: If progressing with test date, this confirmation must be provided by 10am on the business day before the scheduled test date – See Section 7.1. See section 7.2 and 7.3 to advise on rescheduling or cancellation of tests* |  |
| Test date |  |
| Provision of scanned test procedure(s) and test data  *Requirement: Within 1BD of completion of test* |  |
| Submission of Grid Code reports, allowing time for revision  *Requirement: Submission of test report within 10BD of test date. Please allow 10BD for review and revisions* |  |
| Date for submission of TOD set, if applicable  *Please note this should follow approval of Grid Code report. There is a 10BD process for review of TOD submissions* |  |
| Report submission of Checklist Document and System Services reports, allowing time for revision  *Requirement: Submission of test report within 10BD of test date, and in advance of System Services report submission deadline. Please allow up to 10BD for review and revisions* |  |
| Completion of signalling works and submission of Wiring Certificate  *Requirement: This is to be completed prior to the System Services deadline at the latest, ideally signals will be available for test date* |  |

# Test Coordination

## Confirmation of Testing

The point of contact shall be responsible for confirming readiness for testing with the EirGrid/SONI testing team **by 10am on the business day before the scheduled test date**.

This confirmation shall include a statement that the works identified in this scope document remain accurate and necessary steps have been completed, and that all necessary resources are aligned in order to complete the test on the agreed date.

The TSO may request information on the commissioning or internal testing carried out in advance of the test.

If the test is not confirmed by the point of contact by 10am on the business day before the scheduled test date the test may be cancelled by the TSO.

## Rescheduling Test dates

If a unit wishes to reschedule a previously agreed test date, the options for rescheduling will depend on when the test date was scheduled for.

1. The date to be rescheduled was **in advance of the applicable Procurement Gate tender submission deadline**:

In this case the point of contact shall contact Generator Testing as soon as possible, no later than 10am 2BD prior to scheduled test date.

Generator Testing shall endeavour to accommodate rescheduling of test dates providing there is sufficient availability before the testing deadline.

1. The date to be rescheduled was **after the applicable Procurement Gate tender submission deadline**:

In this case the point of contact shall contact Generator Testing as soon as possible, no later than 10am 2BD prior to scheduled test date.

Generator Testing shall endeavour to accommodate rescheduling of test dates providing there is sufficient availability before the testing deadline. It should be noted that the ability to accommodate late changes between the tender submission deadline and the testing deadline is very much dependant on the volume of tests being sought. It cannot be guaranteed that a second date will be secured.

**Requests for rescheduling of tests received later than 10am 2BD in advance of test date will not be facilitated.**

## Cancellation of Test Dates

The Providing Unit may cancel a scheduled test should it no longer wish, or be in a position to, test for an applicable Procurement Gate. The point of contact shall inform the EirGrid/SONI testing team of cancellations by 10am 1BD prior to the scheduled test date.

It is assumed that if there has been no attempt to reschedule as per Section 7.2 above, that no further test date within the current Procurement Gate is sought following a cancellation by the tenderer. The Providing Unit may submit a new test request at a later date for a future Procurement Gate if required.

If a test is cancelled, including by the TSO, due to unforeseen circumstances, for example system conditions or due to low wind, there are two scenarios that may occur:

1. The cancelled test date **in advance of the applicable Procurement Gate tender submission deadline**:

The TSO will endeavour to accommodate rescheduling of test dates if required, providing there is sufficient availability before the testing deadline.

1. The cancelled test date is **after the applicable Procurement Gate tender submission deadline**:

Generator Testing shall endeavour to accommodate rescheduling of test dates if required, providing there is sufficient availability before the testing deadline. It should be noted that the ability to accommodate late changes between the tender submission deadline and the testing deadline is very much dependant on the volume of tests being sought. It cannot be guaranteed that a second date will be secured.