

	TECHNICAL EXCLUSIONS AND DEVIATIONS SUMMARY (TEDS) (Instruction for Completion)	Document No.:	U211-TR-0022
		Revision / Date:	00 / 19-August-2024

INSTRUCTIONS FOR USING THE TEDS FORM

The TECHNICAL EXCLUSIONS AND DEVIATIONS SUMMARY (**TEDS**) shall be completed by Supplier to present all technical exclusions and deviations to the technical documents, specifications and data sheets included in the Material Requisition. This shall include all industry codes and standards referenced / referred to within the documents, specifications or data sheets.

Supplier is deemed to be in full compliance with all technical requirements of the Material Requisition unless the specific exclusions or deviations are presented on the **TEDS** sheet and agreed upon by the Purchaser.

Supplier must detail all technical exclusions and deviations to the specified requirements on the technical Exclusions and Deviations Summary (**TEDS**) sheet for the purchaser's review. Suppliers who submit their bid with an incomplete **TEDS** sheet or without the TEDS risk their bid not being reviewed / evaluated by the Purchaser.

Technical Exclusions and / or Deviations from Supplier after contract award will only be considered by Purchaser in exceptional circumstances, and may be rejected.

Technical exclusions and deviations that are approved by the Purchaser shall form a part of the Purchaser Order.

Seller must return the fully completed TEDS sheet with their bid. The completed **TEDS** sheet must be returned in its native file (MS word) format.

INSTRUCTIONS FOR COMPLETION

1. Supplier must not alter the format of **TEDS** pro-forma, except as noted in 2: below.
2. The Supplier may extend the **TEDS** pro-forma (i.e. add rows in), in order to list all of the technical exclusions and deviations to the technical documents, specifications or data sheets included in the Material Requisition. Where necessary, the Supplier may alter the space available in the **TEDS** pro-forma (i.e. increase row height only), in order to fully describe the specific technical exclusion or deviation to the technical documents, specifications or data sheets.
3. Column "A": Each technical exclusion or deviation must have a sequential Item number.
4. Column "B": Each technical exclusion or deviation must reference the document (by number, revision and title) to which it refers.
5. Column "C": Each technical exclusion or deviation must have a reference the section/paragraph and/or clause in the document to which it refers.
6. Column "D": Shall detail the specified requirement of the document/clause listed in columns 'B' & 'C' respectively.
7. Column "E": Sellers technical justification for exclusion and / or deviation must be fully described here.
8. Column "F": Supplier to detail fully their proposed alternative technical solution to the requirement specified.
9. Items identified as (*) shall also be completed by the Seller.