

FIRM FREQUENCY RESPONSE PRO-FORMA SHEETS

Issued on 23rd December 2011

(These Pro-Forma Sheets will apply from 1st May 2012)

**Network Operations
National Grid Electricity Transmission plc
National Grid House
Warwick Technology Park
Gallows Hill
Warwick
CV34 6DA**

Website:

<http://www.nationalgrid.com/uk/Electricity/Balancing/services/frequencyresponse/ffr/>

PLEASE NOTE :

This document should be read in conjunction with the document entitled “Firm Frequency Response Tender Rules and Standard Contract Terms” which can be found at

<http://www.nationalgrid.com/uk/Electricity/Balancing/services/frequencyresponse/ffr/>

Specific rules on how and when to complete these sheets are set out in Section 2, 3, 4 and 4A of the Firm Frequency Response Tender Rules and Standard Contract Terms.

Terms and phrases used in this document have the meanings set out or referred to in the Firm Frequency Response Tender Rules and Standard Contract Terms.

IMPORTANT – PLEASE NOTE :

The **Pro-Forma Sheets** are the standardised formats which are to be used for certain communications between **The Company** and the **FFR Provider** pursuant to the Firm Frequency Response Tender Rules and Standard Contract Terms.

FFR Providers should note that for the purposes of the provision of **Firm Frequency Response** the **Firm Frequency Response Tender Rules and Standard Contract Terms** Issue #5 shall be effective from 00.00 hours on 1 May 2012.

Formats

The formats which are set out below comprise:

Part A: **FFR Tenders Forms**

- Version for **Balancing Mechanism Participants (Dynamic)**,
- Version for **Non-Balancing Mechanism Participants (Non-Dynamic)**,
- Version for **Non-Balancing Mechanism Participants (Dynamic)**

Part B: Nomination of **FFR Nominated Windows**

Part C: Notification of Unavailability/Restoration of Availability

Part D: Revisions to **FFR Nominated Windows**

Part E: Notification of **FFR Confirmed Part Load Point**

Part F: Substitution of **FFR Contracted Units**

Part G: Instruction to Cease Provision of **Automatic Response**

Completed Tender Forms should be returned to:

**Firm Frequency Response Tender and Communications
Contracts and Settlements
National Grid Electricity Transmission plc
National Grid House
Warwick Technology Park
Gallows Hill
Warwick
CV34 6DA**

Envelopes should be clearly marked “**Tender for FFR**” in the top left-hand corner.

PART A - FFR TENDER FORMS

Version for Balancing Mechanism Participants(Dynamic) - Section 3

Contracted FFR Unit*		
Tendered Service Term	<i>From:..... [first calendar day of (month/year)] To: :..... [last calendar day of (month/year)]</i>	
Tendered Service Months**		
Maximum Part Load Point (MW)		
Minimum Part Load Point (MW)		
Minimum MEL (MW)		
Maximum SEL (MW)		
Applicable FFR Capability Data Tables		
Additional TEC and/or STTEC and/or LDTEC requirements (if applicable)	<i>From:..... To:..... MW:.....</i>	
Tendered Frames per Service Day	<i>WORKING DAYS From: To:</i>	
	<i>SATURDAYS From: To:</i>	
	<i>SUNDAYS/BANK HOLIDAYS From: To:</i>	
Tendered Prices	<i>Availability Fee (£/h)</i>	
	<i>Window Initiation Fee (£/window)</i>	
	<i>Nomination Fee (£/h)</i>	
Window Revision Facility	<i>YES/NO</i>	
	<i>Window Revision Fee (£/h)</i>	

Utilisation Restrictions	Maximum number of FFR Nominated Windows per Service Day (if applicable)	
	Maximum FFR Nominated Window revisions (hours) (if applicable)	
	Maximum number of hours capable of nomination as FFR Nominated Windows (if applicable)	
	Minimum FFR Nominated Window duration (multiples of whole Settlement Periods)	
	Other (specify)	
Applicable Balancing Service***	YES/NO	

- * Tenderer to specify **BM Unit ID**
- ** Tenderers to specify applicable **Tendered Service Month**, or indicate "ALL"
- *** Tenderer to specify whether or not **Firm Frequency Response** from the **FFR Unit** is to be treated at all times during the **Tendered Period** as an **Applicable Balancing Service** in accordance with the **ABSVD Methodology Statement** and Section Q.6.4 of the **BSC**

Signed by:..... Date.....

FFR Provider's name:.....

Is an **FFR Provider's Agent** appointed in respect of the **Contracted FFR Unit**?

YES/NO* (delete as appropriate)

If YES please provide the **FFR Provider's Agent's** details:-

FFR Provider's Agent's Name:.....

Registered Company No. of **FFR Provider's Agent**:.....

Address of Registered Office of **FFR Provider Agent**:.....

.....
.....

Version for Non-Balancing Mechanism Participants (Non-Dynamic) - Section 4

Contracted FFR Unit*		
Tendered Service Term		
Tendered Service Months**		
Pre-Set Level		(Hz)
Tendered Frames per Service Day	<i>WORKING DAYS</i> From: To:	
	<i>SATURDAYS</i> From: To:	
	<i>SUNDAYS/BANK HOLIDAYS</i> From: To:	
Tendered Prices	<i>Availability Fee (£/h)</i>	
	<i>Window Initiation Fee (£/window)</i>	
	<i>Nomination Fee (£/h)</i>	
	<i>Response Energy Fee (£/MW/h)</i>	
Window Revision Facility	<i>YES/NO</i>	
	<i>Window Revision Fee (£/h)</i>	
Utilisation Restrictions	<i>Maximum number of FFR Nominated Windows per Service Day (if applicable)</i>	
	<i>Maximum Response Period (mins) (if applicable)</i>	
	<i>Maximum FFR Nominated Window revisions (hours) (if applicable)</i>	
	<i>Maximum number of hours capable of nomination as FFR Nominated Windows (if applicable)</i>	
	<i>Minimum FFR Nominated Window duration (multiples of whole Settlement Periods)</i>	
	<i>Other (Specify)</i>	

* Tenderer to specify postal address (as the case may be) for each constituent **Site**

** Tenderers to specify applicable **Tendered Service Month**, or indicate "ALL"

Signed by:..... Date.....

FFR Provider's name:.....

Is an **FFR Provider's Agent** appointed in respect of the **Contracted FFR Unit**?

YES/NO* (delete as appropriate)

If YES please provide the **FFR Provider's Agent's** details:-

FFR Provider's Agent's Name:.....

Registered Company No. of **FFR Provider's Agent:**.....

Address of Registered Office of **FFR Provider Agent:**.....

.....

.....

Version for Non-Balancing Mechanism Participants (Dynamic) - Section 4A

Contracted FFR Unit*		
Tendered Service Term	<i>From:..... [first calendar day of (month/year)]</i> <i>To: :..... [last calendar day of (month/year)]</i>	
Tendered Service Months***		
Attachment or related documents?		
Applicable FFR Capability Data Tables		
Response Energy Deliverable (MW)	<i>Primary Response</i>	<i>@ 0.5 Hz deviation</i>
	<i>Secondary Response**</i>	<i>@ 0.5/0.5 Hz deviation</i>
	<i>High Frequency Response</i>	<i>@ 0.5 Hz deviation</i>
Tendered Frames per Service Day	<i>WORKING DAYS</i> <i>From:</i> <i>To:</i>	
	<i>SATURDAYS</i> <i>From:</i> <i>To:</i>	
	<i>SUNDAYS/BANK HOLIDAYS</i> <i>From:</i> <i>To:</i>	
Tendered Prices	<i>Availability Fee (£/h)</i>	
	<i>Window Initiation Fee (£/window)</i>	
	<i>Nomination Fee (£/h)</i>	
	<i>Response Energy Fee (£/MW/h)</i>	
Window Revision Facility	<i>YES/NO</i>	
	<i>Window Revision Fee (£/h)</i>	
Utilisation Restrictions	<i>Maximum number of FFR Nominated Windows per Service Day (if applicable)</i>	
	<i>Maximum Response Period (mins) (if applicable)</i>	
	<i>Maximum FFR Nominated Window revisions (hours) (if applicable)</i>	

	<i>Maximum number of hours capable of nomination as FFR Nominated Windows (if applicable)</i>	
	<i>Minimum FFR Nominated Window duration (multiples of whole Settlement Periods)</i>	
	<i>Other (specify)</i>	

* Tenderer to specify **FFR Unit ID** as agreed with **NGET**

** Where Tender is for **Primary Response** and **High Frequency Response** only, **Secondary Response** to be tendered with zero MW

*** Tenderers to specify applicable **Tendered Service Month**, or indicate "ALL"

Signed by:..... Date.....

FFR Provider's name:.....

Is an **FFR Provider's Agent** appointed in respect of the **Contracted FFR Unit**?

YES/NO* (delete as appropriate)

If YES please provide the **FFR Provider's Agent's** details:-

FFR Provider's Agent's Name:.....

Registered Company No. of **FFR Provider's Agent:**.....

Address of Registered Office of **FFR Provider Agent:**.....

.....

.....

PART B - NOMINATION OF FFR NOMINATED WINDOWS

From: NGET Control Centre, Wokingham

Fax: 0870 602 4808

To:

Fax:

Date:

Time:

Applicable Month: MM/YYYY

		FFR Nominated Windows							
Contracted FFR Unit	Date :	(1) From:	(1) To:	(2) From :	(2) To:	(3) From :	(3) To:	(4) From :	(4) To:
Contracted FFR Unit	Date :	(1) From:	(1) To:	(2) From :	(2) To:	(3) From :	(3) To:	(4) From :	(4) To:

Signed by:(signature)

Name:

For and on behalf of **NGET**

From:

Fax:

To: NGET Control Centre, Wokingham

Fax: 0870 602 4808

Date:

Time:

We confirm receipt of your notification of **FFR Nominated Windows** as set out above.

Signed by:(signature)

Name:

FFR Provider/FFR Provider's Agent: (delete as appropriate)

For and on behalf of

PART C - NOTIFICATION OF UNAVAILABILITY/RESTORATION OF AVAILABILITY

From: **Fax:**

To: **NGET Control Centre, Wokingham** **Fax:** 0870 602 4808

Date: **Time:**

In accordance with sub-paragraphs 3.2.4/3.4.7, 4.2.4 or 4A.2.4 (as applicable) of **the Firm Frequency Response Tender Rules and Standard Contract Terms**, we hereby notify unavailability / restoration (delete as appropriate) of an **FFR Contracted Unit** as follows:-

Contracted FFR Unit	Applicable FFR Nominated Windows		
	Service Day: dd/mm/yy	Service Day: dd/mm/yy	Service Day: dd/mm/yy
<i>ID</i>			
Status	From: To:	From: To:	From: To:
<i>Unavailable / Restored</i>	From: To:	From: To:	From: To:

Signed by:(signature)

Name: for and on behalf of

PART E - NOTIFICATION OF FFR CONFIRMED PART LOAD POINT

[To be sent via email to dedicated electronic mailbox : address to be confirmed]

Contracted FFR Unit

(BMU ID)

From:

Tel :

To:

**National Grid Control Centre,
Wokingham**

Email

Address :

Applicable FFR

Date : _____

Service Day

Day : _____

(dd/mm/yy)

**FFR Confirmed
Part Load Point**

**Applicable FFR
Nominated Window**

**Applicable FFR
Nominated Window**

Start Time

End Time

PN (MW)

* If there is more
nominated
windows required
please add rows
for the Confirmed
Part Load Point
(flat MW profile)
applicable to each
nominated window.

We hereby confirm that the above **FFR Confirmed Part-Load Point(s)** (flat MW profile) will apply across the **FFR Nominated Windows** in the applicable **Service Day**.

BACK-UP PROCESS (UNAVAILABILITY OF EMAIL)

(Please fill in details below if sent via fax)

Signed by:(signature)

Name :

FFR Provider/FFR Provider's Agent: (delete as appropriate)

for and on behalf of

Destination Fax

Number: (as specified in **Firm Frequency Response Agreement**)

FOR NGET USE ONLY

Received By:

Time Received :

PART F - SUBSTITUTION OF FFR CONTRACTED UNITS

From: **Fax:**

To: NGET Control Centre, Wokingham **Fax:** 0870 602 4808

Date: **Time:**

In accordance with paragraphs 3.8, 4.8 or 4A.8 (as applicable) of the **Firm Frequency Response Tender Rules and Standard Contract Terms**, we hereby request substitution of an **Contracted FFR Unit** as follows:-

FFR Nominated Windows			
Retired FFR Unit	Service Day: dd/mm/yy	Service Day: dd/mm/yy	Service Day: dd/mm/yy
<i>ID</i>			
Substitute FFR Unit	From: To:	From: To:	From: To:
<i>ID</i>	From: To:	From: To:	From: To:

Signed by:(signature)

Name:

FFR Provider/FFR Provider's Agent: (delete as appropriate)

for and on behalf of

.....

From: NGET Control Centre, Wokingham **Fax:** 0870 602 4808

To: **Fax:**

Date: **Time:**

In accordance with sub-paragraphs 3.8.3, 4.8.3 or 4A.8.3 (as applicable) of the **Firm Frequency Response Tender Rules and Standard Contract Terms**, we hereby [ACCEPT][REJECT] your request for substitution of the **FFR Contracted Unit** as set out in the above table.

Signed by:(signature)

Name: (for and on behalf of NGET)

PART G - INSTRUCTION TO CEASE PROVISION OF AUTOMATIC RESPONSE

From: NGET Control Centre, Wokingham

Fax: 0870 602 4808

To:

Fax:

Date:

Time:

In accordance with sub-paragraph 4.4.4(b) we hereby instruct the provider to cease provision of **Automatic Response** at the time shown in the table below:

Contracted FFR Unit	Cease Provision of Automatic Response At :
	<p align="center">Service Day:</p> <p align="center">dd/mm/yy</p>
<p align="center"><i>ID</i></p>	<p align="center">Time :</p>

Signed by:(signature)

Name: for and on behalf of **NGET**