

**When telephoning, please ask for:** Mrs Susan Coulson

**Tel:** 0116 267 6191

**Our Reference :** 004/NJR/HFCH

**Your Reference:**

**Date :** 10<sup>th</sup> August 2018

**To:** The Tenderer



**Project title: Reference No:** 004/CS/NJR/HFCH

**Location of the Works:** Hallam Fields Walk, Leicester

You are invited to provide a fixed lump sum tender price for the full design and construction of a new build Single Storey Community Hall as shown and described in, and on the Employer's Requirements documentation as provided herein.

The Works are to be carried out in accordance with the Contract and other conditions specified in the Project documents provided. The contract will be let under the conditions of the JCT 2016 Design and Build contract.

Please submit your tender on the attached Tender Form and transmitting it by post in a sealed envelope endorsed with the Project title cover affixed to the sealed envelope to:

**Clerk to the Birstall Parish Council at Council Offices, Birstall Road, Leicester, LE4 4DH**

so as to be received not later than **12 noon on Friday 7 September 2018**. Tenders received late will not be considered.

Your tender should be accompanied by the following further documents, each in the format and completed in accordance with the attached instructions and each enclosed in the separate envelopes:

- Contract Sum Analysis
- An initial detailed summary in an A4 format outlining your Contractor's Proposals
- Master programme
- Synopsis on health and safety management of site and surrounding vicinity

All queries and other communications in connection with the tender process should be directed to Nicholas Riozzi, Project Manager, Chesterton Smart Ltd on 0116 2243165 or email [contact@chestertonsmart.co.uk](mailto:contact@chestertonsmart.co.uk).

The Contract will be awarded to the most economically advantageous tender evaluated on the basis of:

1. Compliance
2. Quality/best value
3. Cost

The Employer reserves the right to postpone the closing date for bids and to accept any tender or no tender at all.

No tendering expenses will be payable.

Signed by or on behalf of Birstall Parish Council

*Nicholas Rizzo*

Signature:

Position: Project Manager

**FORM OF TENDER**

Title: **FULL DESIGN AND CONSTRUCTION OF NEW SINGLE STOREY  
COMMUNIUTY HALL FACILITY AT HALLAM FIELDS WALK BIRSTALL  
LEICESTER**

To: **BIRSTALL PARISH COUNCIL  
Council Offices, Birstall Road, Leicester, LE4 4DH**

I / we, having read the Performance Brief Specifications, contract drawings, Preliminaries, Conditions of Contract and all of the additional documents delivered to us, and having examined all documents referred to therein, hereby offer to design and construct execute and complete the whole of the Works in accordance with the said Requirements and Conditions described under the JCT 2016 Design and Build Contract:-

for the sum of: £ \_\_\_\_\_ : \_\_\_\_\_ p

in words

.....

..... pounds

..... pence, exclusive of Value Added Tax

and I / we do hereby declare that this said tender has not been adjusted to the detriment of the Employer by reference directly or indirectly to the prices of any other tender or proposed tenders.

And I / we do hereby further offer and undertake to enter an agreement for the due and proper performance of all the works to which this tender refers.

I / we understand that the Employer does not bind himself to accept the lowest or any tender

Name of Firm .....

Address .....

Date .....

(Signature) .....



**TO THE CLERK TO THE PARISH COUNCIL  
BIRSTALL PARISH COUNCIL  
COUNCIL OFFICES  
BIRSTALL RD  
LEICESTER  
LE4 4DH**

**TENDER RETURN**

**PROJECT:**

**FULL DESIGN AND BUILD OF NEW COMMUNITY HALL FOR BIRSTALL  
PARISH COUNCIL HALLAM FIELDS WALK BIRSTALL LEICESTER LE4 3LH**

**DEADLINE FOR RETURNS:**

**12 NOON ON FRIDAY 7th SEPTEMBER 2018**