

30 June 2022  
Project No. 5018614

The Cowyards  
Blenheim Park  
Oxford Road  
Woodstock  
OX20 1QR

Tendering Contractors

01993815000  
[www.ridge.co.uk](http://www.ridge.co.uk)

Dear Sirs,

## **5018614 - NEW SPORTS AND COMMUNITY PAVILION, EDMONDS PARK, DIDCOT**

Didcot Town Council invite Contractors to submit a First Stage tender for the Works as shown and described in, and on the basis of the following documents, issued via Contract Finder:

- Drawings/Documents and other tender information listed in Appendix A of the 1<sup>st</sup> Stage Tender Document.
- Specifications listed in Appendix A of the 1<sup>st</sup> Stage Tender Document.
- Preliminaries and General Conditions included in Section 1 of the 1<sup>st</sup> Stage Tender Document.
- Second Stage JCT Form of Contract and other Conditions of Contract included in Appendix B of the Pricing Document.
- PCSA Agreement included in Appendix D of the 1<sup>st</sup> Stage Tender Document.
- Novation Agreement/Warranty and Guarantees listed in Appendix C of the 1<sup>st</sup> Stage Tender Document.
- Planning Permission as Appendix G of the 1<sup>st</sup> Stage Tender Document.
- Tender Evaluation as Appendix J of the 1<sup>st</sup> Stage Tender Document.
- Pre-Construction Information as Appendix H of the 1<sup>st</sup> Stage Tender Document.
- Form of Tender included in Section 5 and Appendix D of the 1<sup>st</sup> Stage Tender Document.

The Works are to be carried out in accordance with the Contract.

Please submit your tender on the Form of Tender included in Section 5/Appendix D of the 1<sup>st</sup> Stage Tender Document via Contract Finder to Simon Keen at Ridge & Partners so as to be received not later than noon on 22 July 2022. Tenders received late will not be considered.

Your tender should be accompanied by the information identified in the Pricing Document as being required to be returned, each in the format and completed in accordance with any instructions indicated in the tender documentation. We would particularly draw the tenderers attention to Appendix J and Requirements of Response (ROR) 5.

All queries and other communication in connection with the tender process should be directed to Simon Keen – [skeen@ridge.co.uk](mailto:skeen@ridge.co.uk) via the Contracts Finder Portal.

First Stage Tenders will be evaluated as set out in Appendix J of the 1<sup>st</sup> Stage Tender Document.

You are reminded of the need for confidentiality and your agreement not to divulge your actual or intended tender price or any approximation if it to any other person or body until we notify you of the contract award. At that stage we will supply details of the relevant assessed tender scores.

The tendering procedure will be as set out in the pricing document. The Employer reserves the right to postpone the closing date of bids and to accept any tender or no tender at all. No tendering expenses will be payable.

We would request if you intend to submit a first stage tender that you sign and return the attached confirmation of intention to return a tender. Please note the return of this document will be a pass/fail criteria as part of the tender evaluation process. Any tender clarifications shall be submitted using the attached clarification attached.

Yours sincerely

*Simon Keen*

**Simon Keen**  
**Associate**  
**For Ridge and Partners LLP**

Copies: Confirmation of Intention to Return Tender  
Tender Clarification form