

Expression of Interest Field Drainage works

Expressions of Interest are invited from Contractors for the following Services.

Project Details																						
Name of Project:	Field Drainage works	Site Location/address:	Southborough Civic Centre, 137 London Road, Southborough, Tunbridge Wells, Kent, TN4 0NA.																			
Brief description of project	On behalf of Southborough Town Council (STC) (the Contracting Authority), the Town Council is looking to procure a Tender for Drainage Works to be carried out.																					
	The Town Council appointed a Structural Civil Engineer to supply a design that will alleviate drainage issues on playing fields owned by the Town Council. Contractors will be asked to Tender for works based on the designs submitted by the Structural Civil Engineer and approved by Town Council Members. The Tender shall encompass, but not be limited, to the following:																					
	1) Fully qualified heavy machines operators and machines. 2) Site Manager. 3) Restoration works. 4) Public Liability insurance. 5) Checkable references. 6) Fully Guaranteed works (set Guarantee period to be supplied).																					
	Outline time scales for procurement are as follows:																					
	<table><tr><th>Action</th><th>Target date</th></tr><tr><td>EOI Dispatch</td><td>21/09/22</td></tr><tr><td>EOI Return</td><td>31/10/22</td></tr><tr><td>Invitation To Tender Documents Dispatch (ITT)</td><td>14/11/22</td></tr><tr><td>Tender Returns</td><td>12/12/22</td></tr><tr><td>Tender Evaluation</td><td>19/12/22</td></tr><tr><td>Tender Award and Standstill</td><td>13/01/23</td></tr><tr><td>Agree Contract Documents</td><td>13/02/23</td></tr><tr><td>Mobilisation</td><td>27/02/23</td></tr><tr><td>Services Commencement</td><td>01/03/23</td></tr></table>			Action	Target date	EOI Dispatch	21/09/22	EOI Return	31/10/22	Invitation To Tender Documents Dispatch (ITT)	14/11/22	Tender Returns	12/12/22	Tender Evaluation	19/12/22	Tender Award and Standstill	13/01/23	Agree Contract Documents	13/02/23	Mobilisation	27/02/23	Services Commencement
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	Timetable is subject to alteration.																					

Project Type:	Drainage Works	Current RIBA stage:	RIBA 7 DLP Period
Form of Contract including amendments:		JCT Minor Works	
Anticipated programme (Key Dates):		Contract Award:	13/01/23
		Mobilisation:	27/02/23
		Service Commencement:	01/03/23
Current Project Team:	STC Project Lead.	Tracy Kelly/Carolyn Ripley	
	Project Manager.	Carolyn Ripley	
Are Site visits permitted during the EOI stage:		Yes	
If yes, contact:	Name:	Carolyn Ripley	
	Email:	deputyclerk@southboroughcouncil.co.uk	
	Contact Number:	01892 529176/01892 352544	
To assist the Contractors in making the decision to express an interest or not, the following documents are attached;			
	Appendix 1 – Photos of the site		
<u>EOI Details</u>			
Deadline for EOI responses:	Date:	31/10/22	
	Time:	16:00 hours	

Please note that any EOI submitted after the deadline will not be considered.

<u>Next Steps</u>	
1	The ITT documents will be issued on the 14 th November 2022 to those Contractors who have expressed an interest and who have satisfied the Council of its credit/financial worthiness.
2	Contractors should supply the last two years of audited accounts.
3	Contractors should provide a brief overview of how it might manage the project with no more than 1000 words plus any relevant charts representing its management solution.