

## **Cogenhoe & Whiston Parish Council**

### **Invitation to tender**

Invitation to tender applications are invited for the renovation and extension of the Play Area, Cogenhoe & Whiston Village Hall, York Avenue, Cogenhoe, Northants, NN7 1NB

The request for quotation and specification of project and selection criteria, can be obtained from:

Mrs Deborah Rush, Parish Clerk, Cogenhoe & Whiston Parish Council,  
c/o 26 Main Road, Grendon, Northants, NN7 1JW

Or email

[clerk@cogenhoeandwhiston-pc.gov.uk](mailto:clerk@cogenhoeandwhiston-pc.gov.uk)

or telephone

01933 663918

The request for quotation must be returned in writing in a sealed, marked envelope, including all supportive information addressed to Mrs Deborah Rush, Parish Clerk at the address above.

Prospective contractors are prohibited from contacting Councillors to encourage support of their tender.

The closing date and time for all requests for quotation by post or hand delivered must be before and or on but no later than 12 noon on the 1<sup>st</sup> October 2019

**All tenders received after the closing date and time will not be accepted**

### **Selection Criteria;**

-Where council intends to procure or award a public supply contract, public service contract exceeding £1000 in value for the supply of goods or materials or public works contract as defined by The Public Contracts Regulations 2015 ("the Regulations") which is valued at £25,000 or more, the council shall comply with the relevant requirements of the Regulations

-The full requirements of The Regulations, as applicable, shall be followed in respect of the tendering and award of a public supply contract, public service contract or public works contract which exceed thresholds in The Regulations set by the Public Contracts Directive 2014/24/EU (which may change from time to time) .

-Such invitation to tender shall state the general nature of the intended contract and the Clerk shall obtain the necessary technical assistance to prepare a specification in appropriate cases. The invitation shall in addition state that tenders must be addressed to the Clerk in the ordinary course of post. Each tendering firm shall be supplied with a specifically marked envelope in which the tender is to be sealed and remain sealed until the prescribed date for opening tenders for that contract.

-All sealed tenders shall be opened at the same time on the prescribed date by the Clerk in the presence of at least one member of council.

-If less than three tenders are received for contracts above £1,000 or if all the tenders are identical the council may make such arrangements as it thinks fit for procuring the goods or materials or executing the works.

-Any invitation to tender issued under this regulation shall be subject to Standing Orders 18, and shall refer to the terms of the Bribery Act 2010.

-The council shall not be obliged to accept the lowest or any tender, quote or estimate.

-Should it occur that the council, or duly delegated committee, does not accept any tender, quote or estimate, the work is not allocated and the council requires further pricing, provided that the specification does not change, no person shall be permitted to submit a later tender, estimate or quote who was present when the original decision making process was being undertaken.