



Headquarters
Butterley Hall, Ripley,
Derbyshire. DE5 3RS

Contact Name & Address
Sean Heenan
Mobile
07825 843288

Telephone No
0300 122 8934

Our Reference
DFRA 155
Date
September 2017

Dear Sirs

Project Title: Drainage and Resurfacing work at Melbourne Fire Station

You are invited to provide a tender for the works set out in the documents comprising:

- Invitation to Tender
- Pre Construction Health & Safety Information Pack
- Specification DFRA155.SPEC
- Drawings DFRA155.1, DFRA155.2 and DFRA155.3
- Form of Tender and Tender Certificate (contained within specification DFRA155.SPEC)

Please complete and return all documents in Section 6 of the invitation to Tender; to be received **not later than 1200 hours on Monday 16th October 2017.**

Please return your tender in a sealed envelope and affix with the attached address label **and** Tender Reference label.

You are reminded of the need for confidentiality and not to divulge your actual or intended tender price or an approximation of that price to any other person or body until you are notified that the contract has been awarded. At that stage you will be supplied with a list of all tenderers and of the tender prices.

The tendering procedure will be conducted in accordance with the principles set out in JCT Practice Note 6 – Main Contract Tendering. 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.

email: reception@derbys-fire.gov.uk
www.derbys-fire.gov.uk

Chief Fire Officer / Chief Executive
Terry McDermott MA



You are asked to note also that a contract, once let, may be subject to disclosure under the terms of the Freedom of Information Act 2005 and you are advised that by accepting an invitation to tender or by entering into a contract you are in agreement to such information being disclosed after this enactment.

Inspection of the site is by arrangement with Mr Sean Heenan, telephone 0300 122 8934.

Yours sincerely

Rob Wood BSc. MRICS

Head of Property

Enc

Return Address Label:-

The Head of Property
Derbyshire Fire & Rescue Service
Headquarters
Butterley Hall
Ripley
Derbyshire
DE5 3RS

Tender Reference label (Please affix to front bottom right hand corner of envelope):-

T DFRA155