Greenham Parish Council

Project manager for the Control Tower Project

Invitation to Tender Clarification Questions (last updated 0925 27Apr17.

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| **Clarification Question** | **Response** |
| 1. Tender phase 1 outlines that a ‘fully costed schedule of prices’ is to be developed.  We are requesting clarification on whether this intimates a costed schedule as provided by a chartered Quantity Surveyor or tenders received from the market place for the agreed works. | Phase 1 will see the Project Manager compile a costed schedule as often provided by a chartered Quantity Surveyor. The person/organisation may have these skills 'in house' or they may choose to work with an outside organisation. To get the costings as accurate as possible it may be they choose to work alongside a building contractor in this phase. Full access to site will be granted to the the successful tenderer to help ensure accurate costings are achieved |
| 2. Can you confirm whether there is a procurement policy in place which confirms how many competitive quotations are required for each section of the works | No procurement policy is in place for this tender that requires a set number of competitive quotations are required for each section of work. |
| 3. Tender phase 2 outlines ‘providing sub-contractors and materials’.  Is this intimating that the sub contractors carrying out the works will be directly procured by the successful tenderer and not by yourselves as the client | The contractors and materials will be procured by the successful tenderer, who will be responsible for managing them during the project. |
| 4. If the above is correct, can you give further guidance on how this should be priced as the detailed schedule of works will not be developed until after Phase 1 | | It is envisaged that the costed schedule of works made in phase 1 will be accurate enough for it to form the 'core' document that the Project Manager uses to approach interested contractors to tender for the construction phase of the work. |
| 5. Can the completed ITT be emailed? | | We would ask that you provide a hard copy of your tender to arrive no later than cease of business on 2nd May 2017. You may send by mail to the address provided or hand deliver. We would ask you use a blank envelope without any corporate identification. |
| 6 . Please confirm the deadline for tenders to be received by you. | | Given the original dead line was the Monday May bank holiday (1st May), councilors have elected to extend the dead line to cease of business Tuesday 2nd May. |
| 7. What is the marking approach to time scales | | The marking approach in respect of time scales relates to the line: 'The work  is intended to be carried out over the summer of 2017 with an anticipated finish in late 2017.'  Cllrs making the selection will consider any tender's ability to meet this time scale. So, for example, a tender that could not start the costing work until the autumn would not be suitable as the costing is needed to enable the work over the summer.  Ultimately, the Cllrs' will consider any tender's ability to meet the expected opening date before the end of 2017. |