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My ref 19/08/1

15th March 2019

letter to all contractors invited to tender

Dear Sirs

Ref SaltashLibrary, Callington Road, Saltash

Please find enclosed the following:-

- 1 copy of specification ~~& drawings~~
2. copy of pre-contact Health and Safety Plan
- 2 copies of standard form of tender

The following should be noted:-

- 1 Your tender is to be 'fixed price' for the duration of the contract
- 2 VAT is to be excluded from the tender price
- 3 A Construction Phase Health and Safety plan will be required to be prepared by the main contractor and approved by the client prior to final acceptance
- 4 **No tender will be finally accepted without the priced specification**
- 5 No alteration to any documents accompanying this letter will be accepted
- 6 Neither the lowest nor any tender will necessarily be accepted
- 7 Access may be arranged to visit the site via - **Geoff Peggs - tel. 01752 847706 or 07712 797887**
- 8 **Any contractor that is invited to tender should notify the writer if they cannot do so as soon as possible**
- 9 The completed form of tender should be returned to **Saltash Town Council in a sealed envelope, stamped or non company franked and unmarked by any logos or print relating to the identity of the tenderer other than to state TENDER FOR SALTASH LIBRARY WORKS** no later than midday Friday, 29th March 2019.

Should you have any queries with regard to this letter, or any of the accompanying documents you should contact the writer as soon as possible and in any case prior to tender date.

Yours sincerely,

Geoff Peggs

Geoff Peggs AssocRICS