

**Quotation Opportunity**

**Solar PV Installation & Support Services**

**Deadline for submission of quotations:** **Wednesday 28th July 2021**

Dear Sir / Madam

Weymouth Town Council (WTC “The Council”) would like to invite you to submit a quotation to install solar PV technology as a renewable source of energy on Council assets helping to reduce the Council’s carbon footprint.

WTC declared an Ecological and Climate Emergency in 2019 and following a carbon footprint assessment by the Carbon Trust in 2020 the Council have identified 7 assets that we believe have the potential to utilise solar PV to input to their energy requirements reducing the electricity bought from the national grid.

The 7 WTC assets are:

* Commercial Road – Council Offices
* Beach Office /commercial unit / toilet facilities (Single location)
* Lodmoor Toilets
* Swannery Toilets
* Pier Bandstand Toilets Esplanade
* Overcombe Toilets
* Queens Street Beach Store (Meeting operational requirements and potential to supply other third-party adjacent premises)

WTC would like to arrange a mutually convenient meeting to visit the 7 identified sites with Council Officers. The meeting is to enable you to understand the buildings and their uses and to provide the Council with advice and guidance on which is the best solar PV system/option to deliver what we need as part of your quotation. We would also require details/options and costs of systems maintenance and contracts in this regard - available through your company or other.

Additionally, the quotation is to include metering and monitoring equipment to allow the Council to track energy production and usage; and to support the Council with any required paperwork and registrations required to install and operate the system.

**Terms and Conditions of Contract**

The Successful supplier will be required to comply with the Councils standard terms and conditions of contract – copy available on request.

**Council Procurement**

As part of WTC’s financial regulations, we are required to obtain a minimum of 3 quotations from 3 separate companies to ensure best value and proper use of public funding. Should quotations be in excess of our quotation thresholds, WTC may decide to tender the opportunity.

The quotation should individually itemise the best solar PV system or option for each of the assets including a breakdown and the total costs associated with that solution (inclusive of installation).

The Council would also wish to receive a price from businesses to conduct a structural survey to ensure that the buildings can carry the recommended system.

**The Council is not bound to accept the lowest or any quotation that it may receive. WTC is also not bound to accept the whole quotation and reserves the right to select individual assets for the implementation of Solar PV.**

**Deadline for submission of quotation: Wednesday 28th July 2021.**

Any questions relating to this quotation and to arrange a site visit, please contact procurement@weymouthtowncouncil.go.uk

Completed quotations are to be sent to procurement@weymouthtowncouncil.go.uk