

**PROJECT INFORMATION for PRELIMINARY TENDER ENQUIRY**

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PROJECT: COTTENHAM RECREATION GROUND  
EXTENDED CAR PARK AND NEW FOOTPATH

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**1. Project**

The Employer wishes to invite tenders for the extension of the existing hard-surface car park and the laying of a new footpath from the car park to the recently completed pavilion.

**2. Description of Works**

Phase 1: Excavate for and lay new pre-cast concrete paving slab path; new surface level lighting set within slabs; connection to existing power supply.

Phase 2: Excavation of earth bund to pitch/car park boundary; excavate for and lay new tarmacadam surfacing; erection of new fence to boundary of extended car park/pitch.

This tender enquiry is for Phases 1 and 2 which will be tendered together. The Employer may accept offers for Phases 1 and 2 separately or together as a joint contract.

**3. Employer**

Cottenham Parish Council  
250A, High Street  
Cottenham  
Cambridge  
CB24 8RZ  
07503 328401

**4. Employer's Professional Team**

Architect, Quantity Surveyor and advisor:

Wilby & Burnett LLP  
Provident House  
123 Ashdon Road  
Saffron Walden  
Essex  
CB10 2AJ

Contact: Mr Trevor Vincent  
Telephone: 01799 513621  
Facsimile: 01799 514010  
E-mail: trevorvincent@wilbyburnett.co.uk

**5. Location of Site**

The site is located to the North of Lambs Lane in the centre of Cottenham village.

**6. Approximate Cost**

£75,000.

**7. Number of Tenderers it is Proposed to Invite**

Six.

**8. Tender Documentation**

Specification comprising Schedules of Work and drawings.

**9. Form of Contract**

Minor Works Building Contract 2016.

The Appendix to this Contract will be completed as follows:

Rectification Period	-	12 months
Insurance 5.3	-	£5,000,000
Insurance 5.4	-	Clause 5.4 Option B
Liquidated and Ascertained Damages	-	£500 per calendar week or pro-rata thereto (to be confirmed)
Interim Certificates	-	Monthly
Retention	-	5%

**10. Examination and Correction of Priced Documents**

Alternative 2 will apply - Confirm or Amend.

**11 Execution of Contract**

The Contract is to be executed as a Deed.

**12. Anticipated Date for Possession**

February 2017.

**13. Period for Completion of the Works**

Tender A - 4 weeks

Tender B - To be stipulated by the tenderers

**14. Approximate Date for Despatch of Tender Documents**

December 2016

**15. Tender Period**

4 weeks.