

PROJECT INFORMATION for PRELIMINARY TENDER ENQUIRY

PROJECT: SAFFRON WALDEN, 5 MARKET PLACE
 FLAT ROOF REFURBISHMENT

1. **Description of Works**

Flat roof refurbishment approx. 60m² including upgrading insulation infilling small sky light aperture and new waterproof coverings by Nimbus Roof Technologies. Interested contractors must be Nimbus Roof Technologies approved contractor and able to carry out all necessary works from inception to completion. Please register your interest with W&B at the address below.

2. **Employer**

Saffron Walden Town Council
The Town Hall
Market Place
Saffron Walden
Essex
CB10 1HR

3. **Employer's Professional Team**

3.1 Contract Administrator and Building Surveyor

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

Contact: Mr Wayne Everitt
Telephone: 01799 513621
Email: wayne@wilbyburnett.co.uk

4. **Location of Site**

The site is located in the centre of Saffron Walden, accessed by Market Hill, King Street and Market Street. Rear access to the roof is available externally up an external steel staircase.

5. **Listing**

The property is not listed.

6. Number of Tenderers it is Proposed to Invite

Three.

7. Tender Documentation

Specification comprising Schedules of Work and drawings.

8. Form of Contract

JCT Minor Works Building Contract 2025.

The Appendix to this Contract will be completed as follows:

Rectification Period	-	12 months
Insurance 5.3.2	-	£5,000,000
Insurance 5.4	-	Clause 5.4
Liquidated and Ascertained Damages	-	£500 per calendar week or pro-rata thereof
Interim Certificates	-	Monthly
Retention	-	5%

9. Examination and Correction of Priced Documents

Alternative 2 will apply – Confirm or Amend.

10. Execution of Contract

The Contract is to be executed as a Deed.

11. Anticipated Date for Possession

July 2025.

12. Period for Completion of Works

Tender A - 4 weeks

or

Tender B - Alternative period to be proposed by the tenderer

13. Approximate Date for Despatch of Tender Documents

May 2025

14. Tender Period

3 weeks.