

# Short Contract

A contract between **Biotechnology and Biological Sciences Research Council**

and

for **Roof Works to Dwellings (3)**

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Notes about this contract are printed in boxes like this one. They are not part of the contract.

# Contract Data

The *Employer* is

Name Biotechnical and Biological Sciences Research Council  
Address .....  
Telephone ..... Fax .....  
E-mail address .....

The *works* are Roof Works to Dwellings (3).....

The *site* is 1 Upper Stanford Road as well as 1 and 2  
White Cottages, Pirbright, Woking GU24 0NB

The *starting date* is 17<sup>th</sup> July 2017. . . . .

The *completion date* is 04<sup>th</sup> August 2017

The *period for reply* is 4 weeks.

The *defects date* is 52 weeks after Completion.

The *defect correction period* is 8 weeks.

The *delay damages* are £25 per day.

The *assessment day* is the 1<sup>st</sup> of each month.

The *retention* is Last Business day 5 %.

Does the United Kingdom Housing Grants, Construction and  
Regeneration Act (1996) apply? No (delete as appropriate)

The *Adjudicator* is

Name To be nominated by the President or Vice President of the Royal Institution of  
Chartered Surveyors (RICS)

Address RICS Contact Centre, Survey Court, Westwood Way, Coventry, CV4 8JE.

Telephone Tel +44 (0)870 333 1600 Fax +44 (0)207 334 3811

E-mail address [contactrics@rics.org](mailto:contactrics@rics.org)

# Contract Data

The interest rate on late payment is 2.5% per complete week of delay.

**Insert a rate only if a rate less than 0.5% per week of delay has been agreed.**

The *Contractor* is not liable to the *Employer* for loss of or damage to the *Employer's*

property in excess of £5 Million for any one event.

The *Employer* provides this insurance

**No Insurance provided by the employer**

The minimum amount of cover for the third insurance stated in the Insurance Table is £5 Million

The minimum amount of cover for the fourth insurance stated in the Insurance Table is £10 Million

The *Adjudicator nominating body* is Royal Institution of Chartered Surveyors

The *tribunal* is Arbitration

If the *tribunal* is arbitration, the arbitration procedure is To be confirmed

The *conditions of contract* are the NEC3 Engineering and Construction Short Contract April 2013 and the following additional conditions

Z Clauses

MB01 – Payment clause reads that payments are to be staged, monthly in arrears.

MB02 – The contractor must proceed regularly and diligently throughout the project.

MB03 – All materials supplied and workmanship are to be fit for purpose.

# Contract Data

## The Contractor's Offer

The Contractor is

Name .....

Address .....

.....

Telephone ..... Fax .....

E-mail address .....

The percentage for overheads and profit added to the Defined Cost for people is ..... %.

The percentage for overheads and profit added to other Defined Cost is ..... %.

The Contractor offers to Provide the Works in accordance with the *conditions of contract* for an amount to be determined in accordance with the *conditions of contract*.

The offered total of the Prices is .....

**Enter the total of the Prices from the Price List.**

Signed on behalf of the Contractor

Name .....

Position .....

Signature ..... Date .....

## The Employer's Acceptance

The Employer accepts the Contractor's Offer to Provide the Works

Signed on behalf of the Employer

Name .....

Position .....

Signature ..... Date .....

# Contract Data

## Price List

Entries in the first four columns in this Price List are made either by the *Employer* or the tenderer.

If the *Contractor* is to be paid an amount for the item which is not adjusted if the quantity of work in the item changes, the tenderer enters the amount in the Price column only; the Unit, Quantity and Rate columns being left blank.

If the *Contractor* is to be paid an amount for the item of work which is the rate for the work multiplied by the quantity completed, the tenderer enters the rate which is then multiplied by the expected quantity to produce the Price, which is also entered.

Item number	Description	Unit	Quantity	Rate	Price
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Schedule of Works - AW5.2 FM17098

The total of the Prices

5

# Contract Data

## Works Information

The Works Information should be a complete and precise statement of the *Employer's* requirements. If it is incomplete or imprecise there is a risk that the *Contractor* will interpret it differently from the *Employer's* intention. Information provided by the *Contractor* should be listed in the Works Information only if the *Employer* is satisfied that it is required, is part of a complete statement of the *Employer's* requirements and is consistent with the other parts of the Works Information.

### 1 Description of the *works*

Give a detailed description of what the *Contractor* is required to do and of any work the *Contractor* is to design.

As per details contained within FM17098 Invitation to Quote and supporting documentation.

## 2 Drawings

List the drawings that apply to this contract.

Drawing number	Revision	Title
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As per details contained within FM17098 Invitation to Quote and supporting documentation.

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## Contract Data

### Works Information

#### 3 Specifications

List the specifications which apply to this contract.

Title	Date or revision	Tick if publicly available
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As per details contained within FM17098 Invitation to Quote and supporting documentation.

#### 4 Constraints on how the *Contractor* Provides the Works

State any constraints on the sequence and timing of work and on the methods and conduct of work including the requirements for any work by the *Employer*.

As per details contained within FM17098 Invitation to Quote and supporting documentation.

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## Contract Data

### Works Information

#### 5 Requirements for the programme

State whether a programme is required and, if it is, state what form it is to be in, what information is to be shown on it, when it is to be submitted and when it is to be updated.

State what the use of the *works* is intended to be at their Completion as defined in clause 11.2(1).

As per details contained within FM17098 Invitation to Quote and supporting documentation.

## 6 Services and other things provided by the *Employer*

Describe what the *Employer* will provide, such as services (including water and electricity) and “free issue” Plant and Materials and equipment.

Item

Date by which it  
will be provided

As per details contained within FM17098 Invitation to Quote and supporting documentation.

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.....	.....
.....	.....
.....	.....
.....	.....
.....	.....

## Contract Data

### Site Information

Give information about the *site* such as the ground conditions and any other information which is likely to affect the *Contractor's* work such as limitations on access and the position of adjacent structures.

As per details contained within FM17098 Invitation to Quote and supporting documentation.