



Wickersley Parish Council
Wickersley Community Centre
286 Bawtry Road, Wickersley
Rotherham, S66 1JJ
01709 703270
clerkadmin@wickersleypc.org.uk
www.wickersleypc.org.uk

01/03/2024

INVITATION TO TENDER

Winthrop Gardens Café Development

Installation of replacement café building at Winthrop Gardens with associated works

We have pleasure in enclosing a copy of the tender documents for the above works.

Tenders will be evaluated on:

- Cost
- Compliance to specification
- Relevant depth and length of experience
- Quality of previous work from references and examples of similar projects
- Provision of requested documentation
- Ability to deliver to our timeline and complete the project by / before 21/12/24
- Ability to deliver all four elements of the specification and project manage the installation including liaison with Rotherham MBC Building Control

Alongside your proposal you must complete the **Selection Questionnaire**, **Schedule of Costs** and supply the documents detailed in the **Submission Checklist**. We advise you to use the Submission Checklist prior to sending your bid, to ensure you have included all the relevant documents and information.

We would encourage tenderers to contact us to arrange a **site visit**, to be undertaken by prior appointment only, Mon-Fri between 4th & 15th March 2024.

Should you need to discuss any aspect of the specifications or require any further information, please do not hesitate to contact Amy Naylor, Deputy Parish Clerk on 01709 703270 or clerkadmin@wickersleypc.org.uk.

The deadline for receipt of tenders is 12 noon, Thursday 28th March 2024.

Interested parties must submit their tender documents/application for consideration in hard copy by post, in an envelope marked 'Tender for Winthrop Development' (an address label is enclosed). It is the prospective supplier's responsibility to ensure the successful delivery of the application by/before the closing date and time of 12 noon on Thursday 28th March 2024.

We expect to be able to advise the successful supplier on Tuesday 16th April 2024.

Yours faithfully,

Amy Naylor
Deputy Parish Clerk
On behalf of Wickersley Parish Council

Winthrop Development Tender Pack