

Please complete the following form and return to Selby Town Council in order to assess the quality of your organisation.

Quality will be assessed on the experience of the Main Contractor and their level of experience within a historic setting and fabric.

References will be checked.

Your submission will also be assessed in relation to its sustainability, and you are requested to identify all sub-contractors to be used on this project, and their location in relation to the site.

Main Contractors and sub-contractors will be considered on their locality.

Please return this form to [admin@selbytowncouncil.co.uk](mailto:admin@selbytowncouncil.co.uk) no later than 12pm Midday on 18/07/2024

**I.0. COMPANY DETAILS**

|                 |  |
|-----------------|--|
| Name:           |  |
| Office Address: |  |
| Contact Name:   |  |
| Contact Number: |  |
| Contact Email:  |  |

|                       |  |                |  |
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## 2.0. COMPANY PROFILE

Year of registration: .....

Name of Parent company if applicable: .....

Total employees:                      Management: .....                      Technical: .....

Does your company operate an equal opportunities policy:                      Yes: .....                      No: .....

Does your company operate a quality management system:                      Yes: .....                      No: .....

Is your company currently in legal dispute on any UK construction project:                      Yes: .....                      No: .....

Turnover (two most recent years of annual accounts required):                      Most recent .....                      Previous year .....

Profit:                      Most recent .....                      Previous year .....

Employer's Liability Insurance :                      Cover: .....

Public Liability Insurance :                      Cover: .....

Professional Indemnity Insurance :                      Cover: .....

Please provide evidence of insurance

### Memberships

(please indicate any organisations that your company is a member (examples include Constructionline, Considerate Contractors scheme, Federation of Master Builders etc)

**3.0. OPERATIVES AND MANAGEMENT**

Please illustrate, through CV's (added as an appendix), the experience of operatives to be involved in the works and their management, focussing on their conservation expertise, skills and training.

| Name | Position | CV Attached<br>Y/N |
|------|----------|--------------------|
|      |          |                    |
|      |          |                    |
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#### **4.0. COMPANY EXPERIENCE**

##### **PROJECT EXPERIENCE.**

Please provide information on three recent conservation projects completed within the last 5 years

Projects preferred to involve, a building or structure with a listing of at least Grade 2 and should include a range of skills (across those three projects) including re-roofing, structural repairs, lime pointing or render and joinery.

(Additional material such as brochure sheets/ literature or photographs may be included as an appendix to this form and referenced).

|  |                    |         |          |          |
|--|--------------------|---------|----------|----------|
| <b>PROJECT 1</b>   |                    |         |          |          |
| Project Name:  |                    |         |          |          |
| Location:  |                    |         |          |          |
| Date Completed:  |                    |         |          |          |
| Listing Status:  | Scheduled Monument | Grade I | Grade I* | Grade II |
|  |                    |         |          |          |
| Conservation Area:   |                    |         |          |          |
| Client:  |                    |         |          |          |
| Contract Value:  |                    |         |          |          |
| Reference Name:  |                    |         |          |          |
| Reference Contact:   |                    |         |          |          |
| C o n s e r v a t i o n<br>sympathetic techniques<br>employed: |                    |         |          |          |

|                              |  |                       |  |
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|   |                    |         |          |          |
|---|--------------------|---------|----------|----------|
| <b>PROJECT 2</b>  |                    |         |          |          |
| Project Name:   |                    |         |          |          |
| Location:   |                    |         |          |          |
| Date Completed:   |                    |         |          |          |
| Listing Status:   | Scheduled Monument | Grade I | Grade I* | Grade II |
|   |                    |         |          |          |
| Conservation Area:  |                    |         |          |          |
| Client:   |                    |         |          |          |
| Contract Value:   |                    |         |          |          |
| Reference Name:   |                    |         |          |          |
| Reference Contact:  |                    |         |          |          |
| Conservation challenges<br>& how these were<br>addressed: |                    |         |          |          |

|                              |  |                       |  |
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|   |  |
|---|--|
| PROJECT 3   |  |
| Project Name:   |  |
| Location:   |  |
| Date Completed:   |  |
| Client:   |  |
| Contract Value:   |  |
| Reference Name:   |  |
| Reference Contact:  |  |
| Principle designer challenges & how these were addressed: |  |

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## 5.0 PROPOSED SUB-CONTRACTORS

| Work Element                    | Sub-contractor required Y/N | Sub-contractor Name & Address |
|---------------------------------|-----------------------------|-------------------------------|
| Lead working                    |                             |                               |
| Slate roofing                   |                             |                               |
| Carpentry / Joinery             |                             |                               |
| Masonry repairs                 |                             |                               |
| Lime works                      |                             |                               |
| Internal works                  |                             |                               |
| Ground works /<br>Drainage      |                             |                               |
| Windows                         |                             |                               |
| Others<br>(tenderer to insert): |                             |                               |
|                                 |                             |                               |
|                                 |                             |                               |
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**6.0     HEALTH AND SAFETY**

|   |                              |                   |  |
|---|------------------------------|-------------------|--|
| Responsible Person                                    |                              | Time with Company |  |
| Name and Qualifications                               |                              |                   |  |
| Number of Reportable Incidents in previous 48 months. | Number .....<br>Details..... |                   |  |

**7.0     REFEREES**

|  |  |
|--|--|
| <b>Referee 1</b>                         |  |
| Name:<br>Position:<br>Company:<br>Email: |  |
|  |  |
| <b>Referee 2</b>                         |  |
| Name:<br>Position:<br>Company:<br>Email: |  |