

MR/mb/19004

6th February 2020



REGISTERED OFFICE:
EFFORD FARM BUSINESS PARK
VICARAGE ROAD • BUDE
CORNWALL • EX23 8LT

TEL 01288 355557 • FAX 01288 355826
BUDE@BAZELEY-ARCHITECTS.CO.UK
WWW.BAZELEY-ARCHITECTS.CO.UK

Dear Sirs,

**Construction of new Porch Lobby
Parkhouse Centre, Bude Cornwall EX23 8LD**

We now invite you to proceed to assess the proposed works and submit your tender for the full cost in accordance with the drawings and information enclosed and as identified in the attached Drawing Issue Sheet.

We would strongly advise you to visit site to ascertain the full scope of the works and the constraints of the site, most notably access, proximity to the existing Holiday Park buildings and structures, egress and parking.

Please contact us to make arrangements for your visit on 01288 355557 or bude@bazeley-architects.co.uk. Due to the nature of the existing site visits will only be strictly available by appointment only.

Please submit your tender on the enclosed Form of Tender, sealed in the envelope provided and endorsed with the Project title, to: The Bazeley Partnership, Efford Farm Business Park, Vicarage Road, Bude, Cornwall EX23 8LT so as to be received **no later than 12:00 hours (noon) on the 3rd (third) day of April 2020**. Tenders received late will be returned unopened.

Please acknowledge safe receipt of this letter together with the enclosures noted and confirm within 24 hours or by return that you will submit a tender in accordance with these instructions by email to bude@bazeley-architects.co.uk.

You are reminded of the need for confidentiality as set out in the preliminary invitation to tender and your agreement not to divulge your actual or intended tender price or an approximation of that price to any other person of body until we notify you that the contract has been awarded. At that stage we will supply a list of all tender prices (in ascending order of value).

The tendering procedure will be conducted in accordance with the principles set out in JCT Tendering Practice Note 2017. The employer reserves the right to postpone the closing date for bids and to accept any tender or no tender at all. No tendering expenses will be payable.

If you have any queries concerning this invitation or the information, please contact the undersigned.

Yours faithfully

Mark Roberts
Associate Architect

for and on behalf of
The Bazeley Partnership

Encs:
Drawing Issue Sheet + associated drawings and documents
Tender Return Form

DIRECTORS:
MARTIN BACK
PG DIP ARCH CONSVN DIP ARCH (DIST) RIBA
LOUISE BACK
FINANCE AND ADMINISTRATION

ASSOCIATES:
ROB GRIEVE HNC (CONSTR)
MARK ROBERTS DIP ARCH RIBA

CONSULTANT:
RICHARD CHURCH
MA DIP ARCH (CANTAB) RIBA



RIBA 
Chartered Practice