**DOCUMENT 2**

**SPECIFICATION OF REQUIREMENT****FOR COMPLETION OF THE ROOF**

Diss Cemetery Chapel Roof

**Tender Details**

To install new Tie Bars and strengthen wall plates in Main Chapel and workshop.

 To strip and repair all areas of the cemetery chapel roof.

 Please see below specifications required.

**1 Introduction/Background**

 Our Cemetery Chapel is over 100 years old and is currently not listed.

 The roof structure is the original roof which has undergone several repairs over the years. Griffiths and Taylor, (Structural Engineers), have conducted a detailed survey of the roof and produced detailed drawings of the strengthening that is required along with the repairs required to the cemetery roof.

 PLEASE NOTE – The lean to roofs and the linking structure between the Chapel and the workshop were not noted to have significant roof spread, tie bars are therefore not required to these sections.

**2 Purpose**

*To supply and install new steel tie bars to cemetery chapel, to strengthen wall plates and to strip and replace the existing Chapel roof, all areas all in accordance with the structural engineer’s drawings provided. “Dimensions on the plan of the chapel are indicative only. The successful tenderer will be responsible for confirming all relevant dimensions on site”.*

**3 Work Required**

**As per plan from structural engineer**

 a. Provide tie bars as detailed to the Chapel and workshop roofs.

 b. Check the high level masonry is sound, make any repairs necessary.

 c. Strip existing tiles, battens and felt if there is any from the entire roof.

 d. Strip existing fleur de lis style ridge tiles and place safely on site for future usage.

 **PLEASE NOTE**: We would like two prices firstly to replace the ridge tiles on Chapel side of roof, secondly to provide new similar ridge tiles and replace on both chapel and workshop roof.

 . Sarking board and rafter condition to be assessed when uncovered. It is anticipated that areas of decay will be found.

 e. Repair or replace any rafter with greater than 25mm deep decay to top side (it is not anticipated that there will not be many of these rafters to repair).

 f. Provide new 12mm sarking board (WBP plywood) over the existing sarking boards fixed through to the rafters beneath (fix with 3.0mm diameter wire nails, min 70mm long at 150 mm crs on perimeter, 300mm crs internal).

 **PLEASE NOTE**: Original sarking board is now not required structurally and will only need cosmetic repairs where required as agreed by Diss Town Council maintenance manager.

 g. Provide min 25 x 38 treated counter battens at a spacing to match the existing rafters.

 h. Provide a suitable roofing felt (ensure compliance with any protected species requirements). No eaves combes are required.

 i. Provide treated battens, size and spacing to suit existing plain tiles.

 j. After tiling ensure all verges, valley and other junctions are made appropriately watertight.

 k. Make good all soffit and bargeboards and replace if damaged.

 l. Replace any damaged guttering.

 m. Supply and erect all scaffolding and PPE required for safe installation, access and egress during the refurbishments.

 n. All work to be carried out in a good and workman lie fashion, site to be left clean and tidy at the end of each day and all unused material, waste and arisings to be disposed by the successful tenderer.

**4 Costs**

**4.1** Please give a detailed breakdown of costs (excluding VAT).

**4.2** The successful tenderer should provide details of discounts for prompt payment.

**5 VAT**

5.1Please state clearly when submitting prices whether or not VAT will be charged.

5.2 Where the contract price agreed between the Council and contractor is inclusive of any VAT, further amounts will not be paid by the council should a vatable supply claim be made at any later stage.

5.3 Where the overall contract price is exclusive of VAT, the Council will pay any VAT incurred at the prevailing rate (currently 20%). If the VAT rate changes the Council will pay any VAT incurred at the new rate.