



Higham Ferrers Town Council

Town Hall
Market Square
Higham Ferrers
Northamptonshire
NN10 8BT

01933 312 075
clerk@highamferrers-tc.gov.uk
www.highamferrers-tc.gov.uk

Successor Town Council to the Borough of Higham Ferrers 1251-1974

Mayor 2024-25: Councillor Vijay Paul

Town Clerk: Alicia Schofield BSC (HONS)

Higham Ferrers Town Council Invitation to Tender for Refurbishment of Public Toilets Contract

Contract No: 001/25

Specification:

Procurement to Refurbish the Public Toilets on Wharf Road, Higham Ferrers, Northamptonshire, NN10 8BQ

Introduction

The public toilet building is located on Wharf Road, Higham Ferrers, next door to the Queens Head Public House and opposite the Post Office and Store. The toilets are situated in a busy area and used by town residents, visitors, local contractors and delivery drivers.

The toilets were transferred from East Northamptonshire Council to Higham Ferrers Town Council in May 2012.

The toilets have been in constant use since then and remain open, however, they are now in need of refurbishing and updating.

The Town Council have considered several options and decided to change the entry system and some changes to the layout especially within the ladies toilet (see attached drawings for guidance and quotation purposes).

Strong consideration for the Town Council will be the ongoing year to year low maintenance costs for the choice of materials used; ideally these should also be vandal proof.

The Site

The site is accessed from Wharf Road and access is via a busy footpath.

There is nowhere on site for there to be works compound, however, a small compound could be erected in Saffron Road Car Park if required (see Google Maps).

Please see the attached location plan for the site and a Google Map View.

Any required building regulations will be acquired by Higham Ferrers Town Council prior to contract commencement.

Project Specifications:

Exterior:

- To remove existing exterior Cladding.
- To remove existing shutters to Ladies, Gents and Accessible toilet entrances.
- To brick up and make good the existing Gents and Ladies entrance doors as per drawings provided.
- To cut and form new Ladies and Gents Entrances as per drawings and dimensions.
- Install new doors to the entrances to the ladies and gents toilets complete with locking systems.
- Install new electronic shutter door to main entrance.

- To clad the front and left hand side of the building with UPVC/Composite Cladding (Colour TBA)

Ladies:

- Remove all sanitary ware, handwash/dryer unit and dispose of.
- Build additional Ladies Toilet cubicle as per drawing and specification. (this can either be constructed using laminate type materials or blockwork to accommodate Cistern and Handwash Machine).
- Supply and install 2 x laminate cubicle doors complete with locking system
- Plasterboard ceiling and finish with a plaster skim and a white hardwearing matt paint finish.
- Supply and install new HPL or Whiterock Wall Paneling to include, joining trims, external and internal corners on all walls and cubicles. (Colour TBC).
- Supply and install 2 x Stainless Steel Toilets and Seats.
- Supply and install 2 x concealed cisterns with push button flush.
- Supply and install 2 x toilet roll dispensers.
- Supply and install 1 x Wallgate type or similar integrated washer/dryer. Composite or stainless-steel material. Will accept advice and costings for alternate options.
- Supply and install wall mounted fold down baby changing unit.
- Supply and install LED low energy lighting units to replace existing lights.

Gents:

- Remove all sanitary ware, sinks, dryers and dispose of.
- Remove exiting toilet cubicle door and replace with laminate door with locking system.
- Plasterboard Ceiling and finish with a plaster skim and a white hardwearing matt paint finish.
- Supply and install HPL or Whiterock Wall Paneling to all walls, to include joining trims and internal and external corners. (Colour TBC).
- Supply and install 1 x integrated Stainless Steel Toilet and Seat.
- Supply and install concealed cistern with push button flush.
- Supply and install 1 x toilet roll dispenser.
- Supply and install 2 x Stainless Steel urinals with concealed cistern and auto flush controls.
- Supply and install 1 x Wallgate type or similar integrated washer/dryer, either composite material or stainless steel. Will accept advice and costings for alternate options.
- Supply and install wall mounted fold down baby changing unit.
- Supply and install LED low energy lighting units to replace exiting lights.

Single Accessible Toilet:

- Remove handrails, accessories etc. to allow for the walling installation below. To be reinstalled once wall paneling has been fitted.
- Supply and install HPL or Whiterock Wall paneling, to include joining trims, internal and external corners. (Colour TBA).
- Plasterboard Ceiling, finish with a plaster skim and a white hardwearing matt paint finish.
- Rub down and repaint the toilet cubicle door with a water based gloss paint. (Colour TBA).

Service Room and Store

- Carry out the required works and install a new entry door to the Service Room as per the drawing and specification.
- Re-site the electrics to allow for the new doorway entrance to the gents toilet.
- Install the cisterns for the Ladies and Gents Toilets.
- Carry out the plumbing and electrical works required for the installation of cisterns and washer/dryer units.

Flooring:

- To supply and install Polysafe Hydro nonslip flooring (Colour TBA) with 100mm up wall.

Note:

- All waste to be removed from site, building to be cleaned and sanitized ready for formal handover.

Additionally:

- To provide manufacture information on fixtures and fittings.
- To provide a 12 month 'snagging' guarantee on completion for all works undertaken.
- To provide maintenance instructions for all equipment and works undertaken.

Tender Requirements:

We are seeking a competitive quotation to a maximum of £45,000 excluding VAT for the supply, delivery, installation, and commissioning of all new equipment.

All documents should be sent to

Proper Officer (Town Clerk), Higham Ferrers Town Council, Town Hall, Market Square, Higham Ferrers, NN10 8BT or via email to clerk@highamferrers-tc.gov.uk with the email marked Proper Officer, Private and Confidential – Public Toilets

Tender. However, it is your responsibility to ensure all files are safely received by the Town Council and capable of being opened. To this end it is suggested that all files are sent in PDF Format.

Documents to be received no later than 1500 hours on Monday 17th March 2025.

To include:

- Method statement.
- Risk assessments.
- Public liability insurance.
- Company health & safety policy.
- Fixed price quotations for the refurbishment, including the construction work, all fixtures and fittings and the installation of the equipment.

Your method statement must:

- Include full details of the proposed materials and equipment to be installed.
- Include scale diagrams detailing all works.
- Provide full details of relevant experience and qualifications of staff.
- Provide details of comparable projects.
- Include contact details for a minimum of two reference sites.

Your quotation should:

- Detail separate fixed costs for each element of the work including the fixed costs for each item of equipment where necessary.
- Include diagrams detailing all works.
- Include all, preparatory work, supply, delivery and installation of all works, and independents safety inspection report/certificate if required. e.g. Electrical safety certificate.

Your method statement and quotation must take all latest relevant legislation and regulations into consideration.

All equipment should be robust and comply with the latest European Safety Standards, with certification where required.

Failure to provide any of the information requested will result in your quotation/tender being rejected.

Site Access

The toilet block is currently in daily use.

A location map is included and can also be viewed on google maps @ NN10 8BQ. Please note that there are double yellow lines along this side of the road and very limited parking opposite.

Arrangements for vehicles to be parked in Saffron Road Car Park can be made available along with a skip if required.

Timings

All tenders to be received no later than 1500 hours on Monday 17th March 2025. Any tenders received after this date will not be considered.

A small panel consisting of members of Town Council Staff and Councilors will convene to carry out an assessment against this specification criteria of the received tenders.

We will be seeking Quality and Value for Money.

The preferred contractor will be selected at the full Council meeting on Tuesday 25th March 2025.

It is anticipated that the preferred contractor will be notified by no later than Friday 28th March 2025.

It is expected that the project will be completed by the end of August 2025.

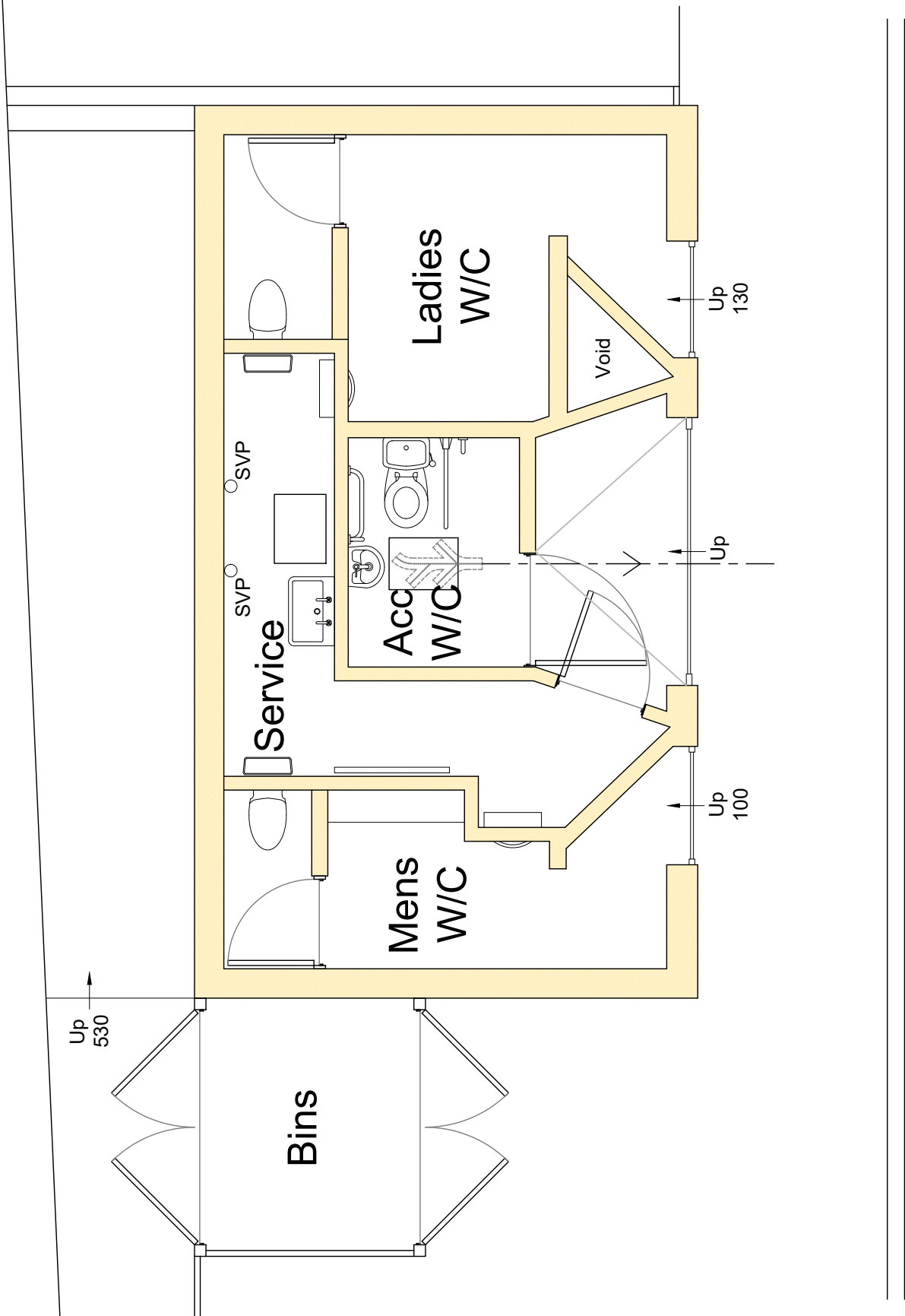
As part of the tender process site visits are welcome.

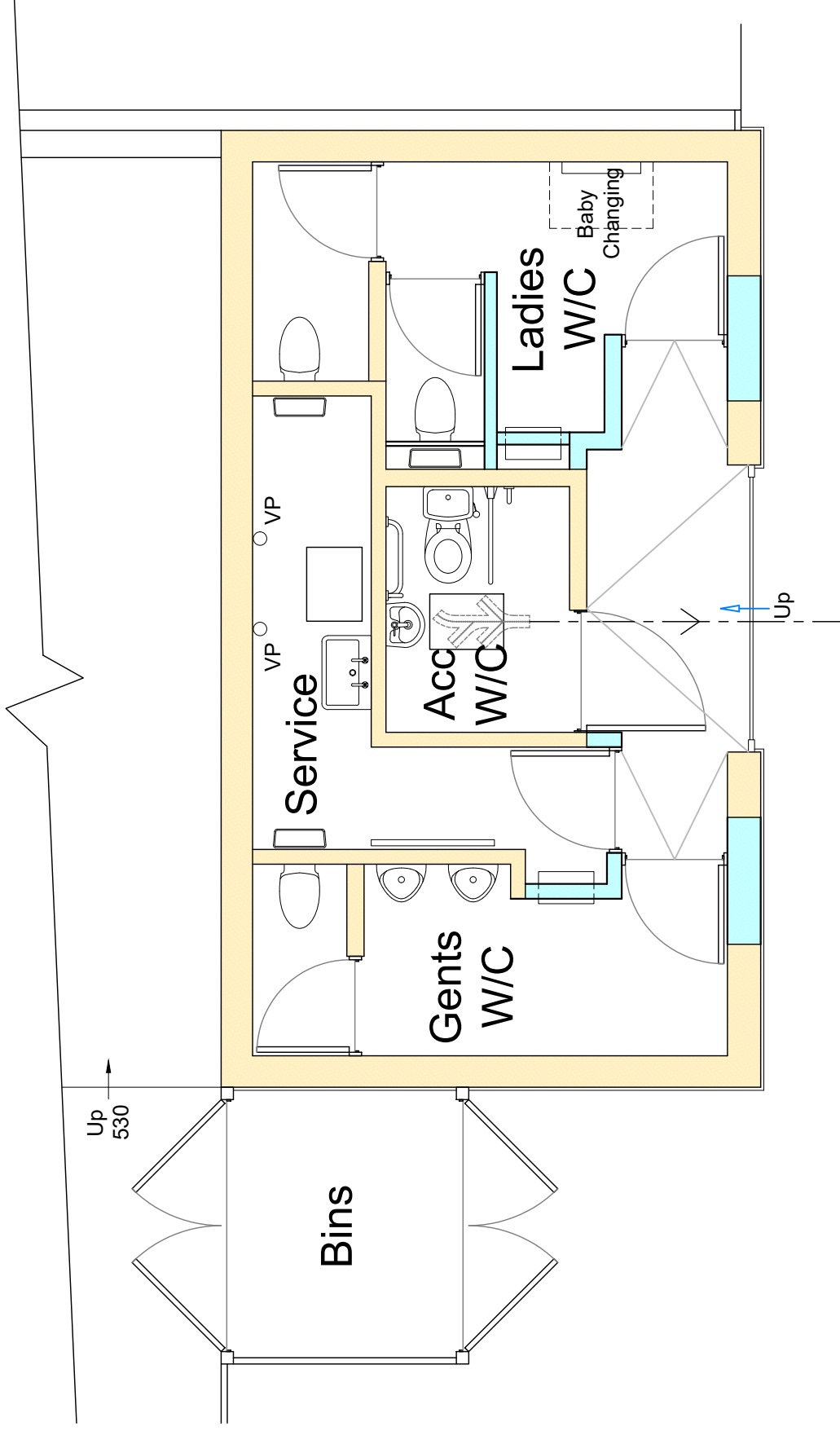
To make a site visit please contact:

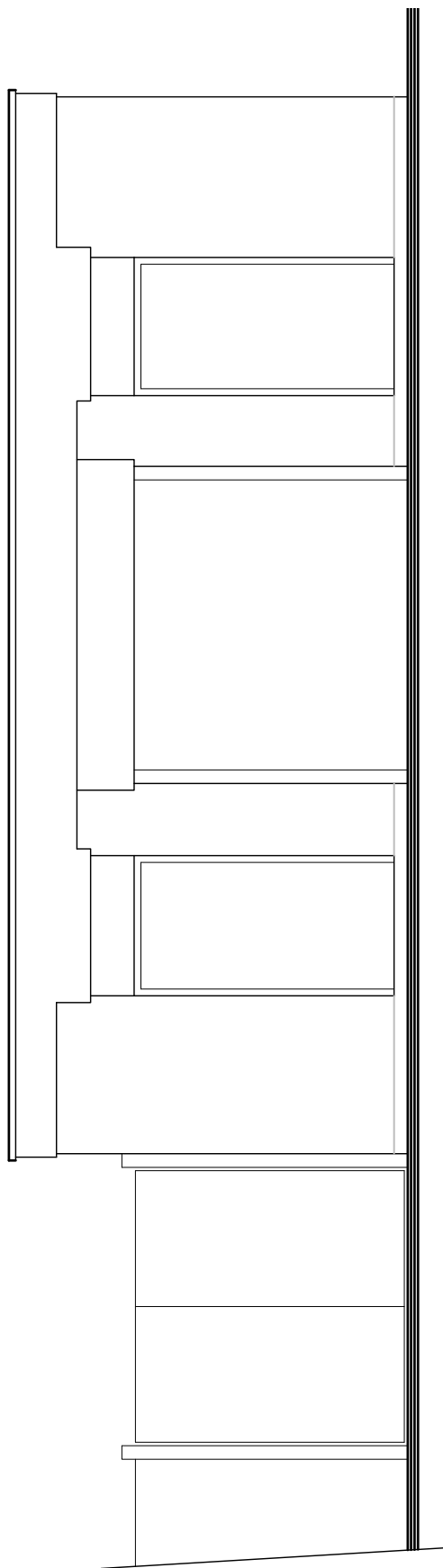
John Algar, Parks, Open Spaces and Facilities Supervisor on 07300 203120

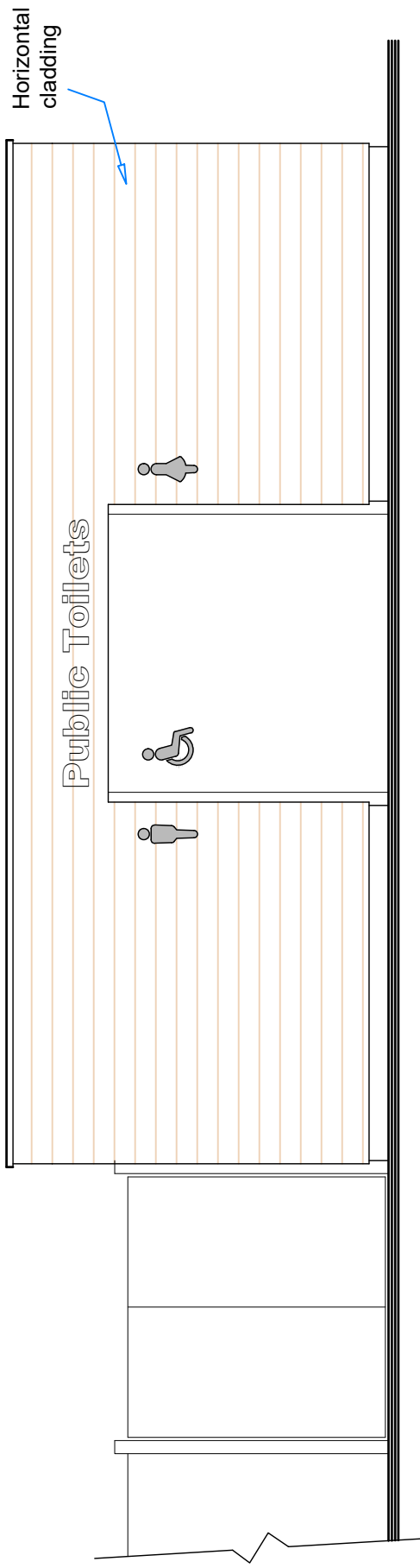
or the Town Hall on 01933 312075

email: facilities@highamferrers-tc.gov.uk







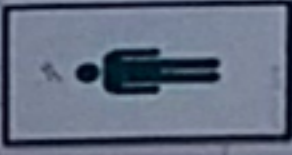




GENTS



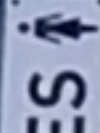
TOILET



TOILET

PUBLIC TOILETS
Open 7.30am to 6pm daily
Times may vary on Bank Holidays
Highgate Town Council
020 8811 1234

LADIES





FREE
CAR
PARK
P →

PUBLIC TOILETS
Open 7 days a week
Please keep your car park tidy.

GENTS

LADIES

TOILET

TOILET



PUBLIC TOILETS
Open 7 days a week
Please keep your car park tidy.

TOILET

GIVE
WAY

Berties

N
OPEN

KE72 MB0

RECYCLING
CLEAN ITEMS
ONLY
Biffa
www.biffa.co.uk/customerzone