

## **Broseley Town Council**

The Library Building, Bridgnorth Road, Broseley, Shropshire, TF12 5EW

# **Invitation to Tender**

# **for LED Street Lighting Upgrade**

**CONTRACTOR DETAILS:**

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| Name: |  |
| Position: |  |
| Address: |  |
| Telephone: |  |
| Email: |  |

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| **Details to assist with the tender**:  The Town Council has approximately 122 streetlights situated at various locations throughout the parish of Broseley which need to be converted to LEDs. The Council is looking for a contractor with the necessary experience and skills to replace existing SOX lights with LEDs. An inventory of the current streetlights and map is included with this invitation to tender.  Please provide details of the type of LED you propose to use, including the reason and benefits. For example, explain why you propose to install an LED with 5,000 lumens as opposed to 3,500 lumens and how it will impact on the colour temperature. Please also provide details of typical energy savings, and maintenance features plus any additional ad hoc installation costs such as pole brackets etc.  All tenders received will be considered by the Town Council on 13 April 2021 and all tenders will receive a response from the Town Council week commencing week commencing 12 April 2021. |

**PLEASE PROVIDE A QUOTATION FOR THE FOLLOWING:**

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| **Specification:** | Costs for replacing existing SOX lamps with LEDs.  Costs for replacing existing SOX lamps with LEDs including the installation of new columns.  Professional advice and guidance on the most appropriate LED lighting system for Broseley.  All items to be priced individually.  To include safe disposal of existing SOX lamps. |
| **Deadline for submission:** | **12 noon 31 March 2021** |
| **To arrange a site visit please contact:** | Jenna Munday, Administration Officer  01952 882172  [admin@broseley-tc.gov.uk](mailto:admin@broseley-tc.gov.uk) |

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| **PLEASE PROVIDE A COPY OF THE FOLLOWING DOCUMENTS** | | Please tick  the box below  for all documents included |
| Current public liability certificate |  | |
| Highway Electrical Registration Scheme |  | |
| Health and Safety Policy |  | |
| Details of proposed LEDs and product warranty |  | |
| Any other pertinent documents/certificates |  | |

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| **TENDER PROCEDURE**  The following procedure must be followed when submitting quotations: |
| All invitations to tender are subject to the Town Council’s Standing Order number 17 and the terms of the Bribery Act 2010.  No contractor shall contact councillors or staff to encourage or support their tender outside the prescribed process.  Tenders are to be submitted in writing in a sealed marked envelope addressed to the Town Clerk. The envelope should be clearly marked “Tender”.    Tenders shall be opened by the Town Clerk in the presence of at least two councillors after the deadline for submission of tenders has passed.  Tenders will be reported to and considered by the Town Council at a properly convened meeting. |

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| For office use only | |
| Date approved: |  |
| Approved by: | Town Council |
| Minute number: |  |