

# COUNTESTHORPE PARISH COUNCIL



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Mrs C Samuels, Parish Council Manager and Clerk of the Burial Board

**Date: 1<sup>st</sup> November 2018**

## INVITATION TO TENDER

**To whom it may concern**

**Re: Proposed Driveway, Footpaths and Cremation plots to Cemetery Extension**

We invite you to tender for the supply and installation of new driveway, footpaths and cremation plots as per the documents, detailed in the Document Register 0752.05, and uploaded to the government's Contracts Finder website.

We request the written tender is returned by 4 pm on Thursday 6<sup>th</sup> December 2018. Tenders are to be submitted in writing in a plain sealed envelope marked Cemetery Tender addressed to the Parish Council Manager. The Parish Council is not obliged to accept part of or any tender or be liable for any costs associated with the preparation of such tenders.

Any tenders received after 4 pm on Thursday 6<sup>th</sup> December 2018 will **not** be considered.

It is strongly advised to undertake a site visit/survey before tenders are submitted as the site has constraints and restrictions that need to be considered.

The Parish Council will give a written response to tenders on or before 20<sup>th</sup> December 2018.

Should the Parish Council accept any tender or part thereof we anticipate works will commence March 2019 and be completed by no later than August 2019.

Canvassing of members or of any committee, directly or indirectly, for any contract with the Parish Council shall disqualify the contractor for such appointment. If an applicant for any appointment or contract with the council is to his/her knowledge related to any member of, or the holder of any office under the Parish Council, he/she and the person to whom he/she is related shall disclose the relationship in writing to the Parish Council Manager. A contractor who fails to do so shall be disqualified for such contract, and, if appointed, may be dismissed without notice.

Any requests for further information are only to be submitted in writing to the Parish Council Manager. Any other requests will invalidate the tender.

The contract will be in the form of JCT Minor Works 2016.

- Arbitration will apply (article 7 Schedule 1).
- Rectification Period will be 12 months from date of Practical Completion. A typical defect is considered any depression in the finished surface of minimum of 50 mm depth by 300 mm across within the road surface and 25 mm depth by 150 mm across in pathways.
- Contractor's Public Liability insurance is to be not less than £10,000,000.

Mrs Christine E Samuels – Parish Council Manager