

**BUSINESS HUB. Bradbourne Vale Road. Sevenoaks. Kent.**  
**TENDER/ CONTRACT SUM ANALYSIS.**

**TN13 3QG**

Analysis must include all costs necessary to complete the work even if not specifically mentioned. (add any items under 16.0 at the end).

	£	£
1.0 PRELIMINARIES	_____	
Total 1.0 to Summary		_____
2.0 SITE PREPARATION WORK. DRAINAGE & UNDERGROUND SERVICES		
2.1 Clear the area behind the building that has become buried under soil from the bank, expose the manhole covers, and grade bank ready fencing/wall.	_____	
2.2 Following clearance, inspect the drains and carry out a water test to establish that the drain and chambers are in reasonable condition for reuse.	_____	
2.3 Sunken area to the end of the carpark. Form a new land drain run from the lowest point back to an existing storm drain run. Build up the area and from a new gully, reinstate the tarmac to illuminate the ponding situation.	_____	
2.4 Demolish the wooden structure supporting clear plastic corrugated sheeting	_____	
Total of 2.0 to Summary		_____
3.0 STRUCTURAL RECTIFICATION OF ROOF BEAMS & POSTS. PARTITION OPENINGS		
3.1 Provide a scaffold tent structure over the flat roof end of the building.	_____	
3.2 Carry out structural remedial works in strict accordance with CTP drawings and method statements for the work.	_____	
3.3 Carefully remove the ceiling framed panels and windows for reuse in this area where disturbed during the course of structural operations	_____	
3.4 Carefully strip the flat roof area to enable the roof to be relaid to falls provided	_____	
3.5 Drain down cold water storage tank before removal of partition below.	_____	
3.6 Build partition between meeting rooms 1 & 2, reposition tank and plumb in/fill	_____	
3.7 Remove partitions and make openings in partitions to the new layouts.	_____	
Total 3.0 to Summary		_____
4.0 SUBSTRUCTURE.		
4.1 Excavate and provide concrete work for the following: Base of short wall to bank, Base for cycle stand, base for two ramps D-05, base for brick planter.	_____	
4.2 Provide MOT type 1 compacted for ramp bases. Provide concrete ramps as drg.	_____	
Total 4.0 to Summary		_____

5.0 SUPERSTRUCTURE MASONRY. ROOF. FLOORS. PARTITIONS.

5.1 Carefully strip the roof covering off the pitched roof section and insulate as the drawings and supply and fix the new roof coverings. \_\_\_\_\_

5.2 Supply and fix insulation boarding and roof covering to the flat roof area. \_\_\_\_\_

5.3 Once fully water tight, adapt the external envelope to provide new doors and frames and screens let into existing openings. \_\_\_\_\_

5.4 All windows to be overhauled any rotten sections replaced. \_\_\_\_\_

5.5 Removal of all sanitary ware, and the kitchen units make safe the electrics \_\_\_\_\_

5.6 Make all changes to the internal partitions including new openings. \_\_\_\_\_

5.7 Supply and fit all new partitioning complete. \_\_\_\_\_

5.8 Supply and fit new insulated flooring including floor electric outlets/wiring \_\_\_\_\_

5.9 Costs to fit all new internal doors/frames/screens \_\_\_\_\_

Total of 5.0 to Summary \_\_\_\_\_

6.0 WINDOWS DOORS FRAMES & GLAZING.

6.1 Glazed screen S1 complete including all beads and glazing. \_\_\_\_\_

6.2 Glazed screen S2 complete including all beads and glazing. \_\_\_\_\_

6.3 Glazed screens S3 to S7 (5 screens) complete including all beads and glazing \_\_\_\_\_

6.4 New doors in existing frame. Door D1 complete including all beads and glazing \_\_\_\_\_

6.5 New door in altered frame Door D2 complete including all beads and glazing. \_\_\_\_\_

6.6 New door in altered frame Door D3 complete including all beads and glazing. \_\_\_\_\_

6.7 New door and frames D4 to D7 complete including all architraves/stops etc \_\_\_\_\_

6.8 New door and frames D8 complete including all architraves/stops etc \_\_\_\_\_

6.9 New door and frames D9 to D13 complete including all beads and glazing \_\_\_\_\_

6.10 New door and frames D14 to D17 complete including all architraves/stops etc \_\_\_\_\_

6.11 New door and frames D20 complete including all beads and glazing. \_\_\_\_\_

6.12 Overhaul all windows replacing all rotten members, decorate \_\_\_\_\_

Total of 6.0 to summary \_\_\_\_\_

7.0 JOINERY KITCHEN UNITS & FITTINGS

7.1 Unit housing 30No lockable post boxes \_\_\_\_\_

7.2 Kitchen units/sink/worktop/taps/traps complete. Meeting room 2. \_\_\_\_\_

7.3 Kitchen units/sink/worktop/taps/traps complete. Dish Washing area. \_\_\_\_\_

7.4 Kitchen units/sink/worktop/taps/traps complete. Kitchen. \_\_\_\_\_

7.5 Kitchen units/sink/worktop/taps/traps complete. Tea room. \_\_\_\_\_

7.6 Seating benches to the shower rooms. \_\_\_\_\_

7.7 Skirtings, cill boards reveals heads and trim to complete the works \_\_\_\_\_

Total of 7.0 to Summary \_\_\_\_\_

8.0 IRONMONGERY

8.1 All door ironmongery complete as specification. \_\_\_\_\_

8.2 All window ironmongery complete. \_\_\_\_\_

Total of 8.0 to Summary \_\_\_\_\_

9.0 FINISHES

9.1 Supply and lay vinyl flooring to the areas shown in the specification \_\_\_\_\_

9.2 Supply and lay carpet to the areas shown in the specification. \_\_\_\_\_

9.3 Supply and install a Nu-Way mat into the reduced size matwell. \_\_\_\_\_

9.4 Supply and fit 12.5mm plasterboard and set 15mm overall to all new  
Partition walls internally.  
Make good the ceiling plasterwork where necessary. \_\_\_\_\_

9.5 Carry out ceramic wall tiling to areas defined in the specification. \_\_\_\_\_

9.6 Supply and fit Vertical Luxaflex blinds to all windows on the following  
Elevations. South, East & North. \_\_\_\_\_

Total of 9.0 to Summary. \_\_\_\_\_

10.0 DECORATIONS

10.1 Ceilings through, plasterboarded surfaces only. \_\_\_\_\_

10.2 Walls throughout, new and existing surfaces. \_\_\_\_\_

10.3 Decorate all windows/cill boards/reveals/head members. \_\_\_\_\_

10.4 Doors frames & architraves to all doors requiring a painted finish. \_\_\_\_\_

10.5 Hardwood Doors to be clear finished suitable for oak. TBD \_\_\_\_\_

Total of 10.0 to Summary \_\_\_\_\_

11.0 PLUMBING & MECHANICAL SERVICES

- 11.1 Design supply and install the cold and hot water systems. Allow for all testing and commissioning of the systems complete. \_\_\_\_\_
- 11.2 Supply and install dish washers/freezer/fridges to the areas, electrically operated. \_\_\_\_\_
- 11.3 Supply and fix UPVC guttering and downpipes in existing locations \_\_\_\_\_
- 11.4 Test all guttering and down pipes for leaks. Rectify any issues. \_\_\_\_\_
- 11.5 Supply and install all Sanitary ware and Brassware. \_\_\_\_\_
- 11.6 Supply and install Venesta washrooms cubicals to WCs \_\_\_\_\_
- 11.7 Builders work in connection with services. \_\_\_\_\_
- 11.8 All above ground waste pipe work & connections. \_\_\_\_\_
- 11.9 SVP connections. Including all AAV in areas \_\_\_\_\_

Total of 11.0 to Summary. \_\_\_\_\_

12.0 ELECTRICAL SERVICES

- 12.1 Design /Supply and install the Power & lighting complete in accordance with the electrical layout and the electrical symbols key in the appendix. \_\_\_\_\_
- 12.2 Smoke alarm system & emergency lighting as the electrical layout. \_\_\_\_\_
- 12.3 Design/Supply and install electric heating as Performance Spec. \_\_\_\_\_
- 12.4 External lighting. No activated on P.I.R. sensors. Location as plans \_\_\_\_\_

Total of 12.0 to Summary \_\_\_\_\_

13.0 SURFACE WATER DRAINAGE.

- 13.1 Surface drainage work from new RWP gullies to the existing soak away. \_\_\_\_\_

Total of 13.0 to Summary. \_\_\_\_\_

14.0 EXTERNAL WORKS

14.1 Supply and install the decking to the end of the building as the drawings \_\_\_\_\_

14.2 Supply and install the post and sleeper retaining fence to the rear. \_\_\_\_\_

14.3 Construct a short length of 215mm wall see plan. \_\_\_\_\_

14.4 Construct the brick planter as shown on the plan. \_\_\_\_\_

14.5 Supply and construct the 10 cycle enclosure and cycle stands. \_\_\_\_\_

14.6 Supply and fix the Luxaflex extendable canopy over the decking area \_\_\_\_\_

Total of 14.0 to summary. \_\_\_\_\_

15.0 SAMPLES AND TESTING

15.1 Allow for any testing & samples. \_\_\_\_\_

Total of 15.0 to summary. \_\_\_\_\_

16.0 ITEMS NOT INCLUDED ELSEWHERE

NB this is for any items that you feel are necessary to complete the works.

16.1 \_\_\_\_\_

16.2 \_\_\_\_\_

16.3 \_\_\_\_\_

Total of 16.0 to summary. \_\_\_\_\_

**17.0 SUMMARY**

PRELIMINARIES (1.0)	_____
SITE PREP WORK DRAINAGE & UNDERGROUND SERVICES (2.0)	_____
STRUCTURAL RECTIFICATION OF ROOF BEAMS + POSTS AND ALL PARTITION OPENINGS (3.0)	_____
SUBSTRUCTURE (4.0)	_____
SUPERSTRUCTURE MASONRY FLOORS & PARTITIONS (5.0)	_____
WINDOWS DOORS FRAMES + GLAZING.(6.0).	_____
JOINERY KITCHEN UNITS + FITTINGS (7.0)	_____
IRONMONGERY (8.0)	_____
FINISHES (9.0)	_____
DECORATIONS (10.0)	_____
PLUMBING & MECHANICAL SERVICES (11.0)	_____
ELECRTICAL SERVICES (12.0)	_____
SURFACE WATER DRAINAGE (13.0)	_____
EXTERNAL WORKS (14.0)	_____
TESTING & SAMPLES (15.0)	_____
ITEMS NOT LISTED ELSEWHERE (16.0)	_____
<b>TOTAL OF SUMMARY</b>	_____
PROVISIONAL SUM CONTINGENCY 5% of the total above.	_____
<b>TOTAL</b>	_____
VAT @ 20%	_____
<b>TOTAL INCLUDING VAT TO FORM OF TENDER.</b>	_____

**TOTAL IN WORDS**.....