

YEOVIL TOWN COUNCIL

CHRISTMAS LIGHTING POINTS; INSPECTION AND TEST



YEOVIL

INVITATION TO TENDER

INTRODUCTION

Yeovil Town Council is about to procure a new festive lights display in the centre of Yeovil Town. The power points the lights will connect to need to be testing to ensure safety, functionality and compliance.

SPECIFICATION AND QUOTATION

Scope:

Wall and post mounted power supply points identified on the attached map.

Activity:

Undertake an Inspection and Test of the points identified on the map. Provide a firm and itemised quote (per power point), for any and all work required to certify each electrical supply point against current and appropriate legislation. The deliverable will be in the format of a full Electrical Installation Condition Report (EICR) with an itemised quote for all work required (labour and materials), needed to bring all points within the survey into certification (i.e., fully certified condition, not just certifiable).

If the following are not a standard output of the EICR, the contractor is also required to:

- 1) Undertake a Power Test and record if 240vac is present.
- 2) Conduct a visual inspection of the infrastructure and record presence/condition of all cabling, fixtures and circuit protective devices. This includes, as much as is safe and practical, inside of all building mounted weatherproof cabinets/boxes.
- 3) Confirm the source of power supply (i.e., shop/building number, street junction box, etc).

1) Please also provide:

- a. Details of all guarantees, warranties and service level agreements relating to these supplies and services;
- b. Proof of suitable and adequate supplier and installer insurances;

- c. Risk Assessments and Method Statements for all deliveries, installations; commissioning and project associated works;
 - d. Environmental sustainability statement for all services and supplies;
 - e. The names and address of three organisations (preferably local authorities) for whom you have carried out work in the recent past.
- 2) All supplies and services must evidence that they meet current working regulations, safe working practices, working on the highway regulations and all other associated legislation and guidance relating to best practice. Please define which regulations your installation will comply with.

TIMESCALE

Milestone	Date
Tenders to be received from interested parties	By 8 th July 2024
Shortlisting and preferred supplier selected	W/C 8 th July 2024
Contract Awarded	W/C 8 th July 2024

QUERIES

Any queries relating to these documents should be communicated to Sally Freemantle, Deputy Town Clerk at Yeovil Town Council either by telephone (01935 382424) or by email (sally.freemantle@yeovil.gov.uk). In the interest of fairness, any additional information you request, will be passed to all those invited to submit tenders.

SUBMISSION OF TENDERS

Please email tenders to sally.freemantle@yeovil.gov.uk by 8th July 2024 at 12 noon.

Yeovil Town Council does not bind itself to accept the lowest or indeed any of the tenders submitted.

Sally Freemantle

Deputy Town Clerk

Yeovil Town Council, The Town House, 19 Union Street, Yeovil BA20 1PQ

11th June 2024

Included with this Invitation to Tender:

1. Plan of Yeovil Town Centre highlighting crossings (pink), lamp posts (blue), trees (green) and the Entertainment Area within the Triangle in Middle Street (orange).
2. Crossing Power Sources (indicating street widths for information only)