**Invitation to Quote (ITQ) – Revision/Reinstatement of Fire Dampers (Horizon House, Bristol) – BLDFMP21-055**

The Environment Agency’s head office is a modern five storey (plus basement) building located in the centre of Bristol, with a pre-pandemic capacity of 850 employees.

Horizon House is an environmentally friendly building and won the 2010 Best ‘BREEAM’ Office Award for its environmental credentials with a score of 85.06%.

A report was commissioned and completed to locate each fire damper within the office. The report and action plan is attached.

We request that expressions of interest for this work are returned by 1200hrs on the 20th May 2022.

We will hold an open day at Horizon House on Wednesday 1st June 2022 at 1100hrs to show prospective contractors around the building.

Any tenders will need to be returned to us by 1200hrs on the 16th June 2022, the contract will be awarded in July and work should start on the 18th July 2022.

The work should be undertaken during the Summer school holidays when the building will be a bit quieter. The basement, roof, and floors 1, 2 and 4 may be completed during working hours. These floors will be closed off to staff during the time the work is being carried out. The ground floor and floor 3 must be completed out of hours.

We would expect the project to be handed back to the Client on or before Monday 8th August 2022.

This letter, with the report and plans, is being advertised on Contracts Finder.  As a central government building, a success factor is value for money for the organisation and the taxpayer; the overall and through life costings must be as cost-effective as possible.

If you are interested in tendering for this contract, we would appreciate an initial expression of interest and confirmation that you wish to attend the open day **no later than 1200hrs on the 20th May 2022.**