Yeovil Town Council

Solar PV & Battery Specification

Milford Community Hall

Design Specification

Issued: 19/01/2026

Prerequisites

We are delighted to extend this invitation to tender for the supply, installation of a roof mounted Solar PV system and battery storage at Milford Community Hall in Yeovil, Somerset. The proposed project seeks to optimise the existing roof space, providing opportunity for electricity generation as part of our continued efforts to reduce our carbon footprint.

We invite experienced firms with a proven track record in Solar PV design and installation to participate in this tender process. Your expertise and knowledge will play a fundamental role in the success of this investment.

We look forward to receiving your proposals and collaborating on this project.

Who are we?

Yeovil Town Council is a local government body with the best interests of the town at heart. The Council is made up of 24 locally elected Councillors and Milford Community Hall is part of Yeovil Town Council property portfolio and is for use by the resident and community of Yeovil and surrounding areas.

Timescales

Milestone	**Date**
Tender issue	19th January 2026
Tender deadline	27th February 2026 Midday
Tender review	2nd – 6th March 2026
Tender clarifications	20th March 2026
Tender award	3rd April 2026
Detailed design phase	Prior to June 2026
Proposed construction start	Prior to June 2026

Contact information

If you have any questions with regards to this tender, or would like to arrange a site visit, please contact our Property Team via email property@yeovil.gov.uk

1.0 - Scope of works

1.1 - Existing site Information

The Solar Panel PV system shall generate electricity from sunlight using photovoltaic panels. The system shall consist of solar panels, battery storage, mounting structures, inverters, electrical wiring, and associated components.

Site address	
Address:	Milford Community Hall, Milford Park, Yeovil, BA21 4QD
Site	 Solar PV's Installation required on the front (south east) facing roofs of the Community Hall. The Battery will be positioned within the existing Plant Room.

Category	Consideration	Requirement
Statutory consents	Planning permission	Permission granted by Somerset Council. 23/01320/FUL | The installation of solar panels on the front (south east) facing roofs of the Community hall. | Milford Park Community Resource Centre Milford Park Yeovil Somerset BA21 4QD
	Listed building consent	Not required.
	Conservation area	No.
	DNO	G99 application must be submitted by the successful tenderer. Any follow-up permissions, such as G100 and continued liaison with the DNO is the responsibility of the successful tenderer. This includes witness testing which is to be performed at no impact to the operation of the facility.
	Building regulations	Contractor must conform to all relevant building regulations.
Environment	Solar Panels	SOLARWATT Panel classic H2.0 or equivalent Tempered solar glass with anti-reflective finish.
Roof compatibility	Orientation	The panels should be with a minimum of a 300mm margin from any of the edges, eaves and ridges of the roof. This is to comply with ration Certification Scheme (MCS) design criteria to minimise the wind-loading, and the roof mounting system has been designed with this in mind. The panels will also not protrude more than 20cm from the surface of the roof.

	Structural assessment	Required.
	Roof defects / condition	General good condition
	Materials	Mixed
	Age	Unknown
	Warranty	No.
	Access	Scaffold. Arrangements to be agreed and does not form part of this tender.
Budget	Budget Constraints	The project budget is approx. £32,000+VAT for Solar Array and this should be considered within tender returns. Additional quote will be required for the Battery element of the project.
Electrical infrastructure		
The contractor must ensure that the mains distribution has sufficient capacity to handle the additional load and that the wiring and components are in good condition. It may be necessary to upgrade or make adjustments to the electrical infrastructure during the installation process.		

Document checklist

Document	**Appendix**
See Planning Consent 23/01320/FUL	
Asbestos report 2025	Appendix 1

Project outcomes

Energy goals	**Comments (Y/N)**

Offset a certain percentage of energy consumption	Yes
Completely energy independent	No
Contribute to environmental sustainability	Yes

Employer's requirements	
Solar panels	The manufacturer, type and model of solar panel modules should be the same or equivalent as per the Planning Permission consent.
	The panels shall meet international standards for performance, durability, and safety.
Mounting structures	The mounting structures shall securely support the solar panels on the desired installation location (e.g., ballasted - rooftop).
	The structures shall be made of corrosion-resistant materials suitable for outdoor installation.
	The design shall take into account wind loads, snow loads, and other environmental considerations specific to the installation location - in accordance with the structural information provided.
Inverters	The solar PV system shall include grid-tied inverters capable of converting the DC power generated by the solar panels into AC power for use or export to the grid.
	The inverters shall have a minimum efficiency of 93 - 96%.
	The inverters shall meet relevant international safety standards and have built-in protection mechanisms against overvoltage, overcurrent, and other electrical faults.
	Inverters should be located in well-ventilated spaces that do not exceed the optimum / recommended operating temperatures.

	Inverters should always be mounted on fire-rated surfaces.
	Inverters should be installed as close to the solar array as possible to reduce power losses.
	Inverters should be protected from the elements, positioned away from direct sunlight, rain, snow, etc.
Electrical wiring and protection	The system shall include appropriate electrical wiring to interconnect the solar panels, inverters, and other components.
	The wiring shall be sized correctly to minimise losses and comply with local electrical codes and regulations.
	Protection devices, such as surge protectors, circuit breakers, and disconnect switches, shall be installed as per applicable safety standards.
	All cabling will be fully supported and secured in cable trays.
	All cabling will be labelled accordingly, and be weather-proof when external.
	Wiring diagram, providing the routes of cabling (including external cable runs) will be provided as part of the system O&Ms.
Batteries	Battery storage to be included.
Monitoring and control	The solar PV system shall incorporate a monitoring and control system to track system performance, energy production, and potential issues.
	The monitoring system shall provide real-time data on energy generation, consumption, and system health through the Solis interface.
Installation and commissioning	The solar PV system shall be installed by qualified personnel with *MCS Certification and comply with IEC Standards* following industry best practices and local regulations.

	A comprehensive commissioning process shall be conducted to ensure the system operates as intended and meets performance specifications.
	All necessary permits and approvals shall be obtained before installation and commissioning.
Warranty and maintenance	The solar panels, inverters, and other system components shall have a warranty period – details of warranty period to be supplied.
	The warranty shall cover defects in materials and workmanship and guarantee a minimum performance output over the warranty period.
	A recommended maintenance plan shall be provided to ensure optimal performance and longevity of the system.
	Inverter placement: technicians should be able to reach the inverters without difficulty for routine inspections, repairs, or replacements if needed. Always follow manufacturers instructions for specified distances between individual inverter units.
	The design shall not restrict rainwater run-off from the existing roof structure. Gulleys must be left exposed to enable roof cleaning / maintenance.
	The contractor will provide a comprehensive operational and maintenance manual, detailed drawings, schematics, handover training with the site team and post installation support.
Access	The contractor will provide all necessary access equipment to safely complete the installation, in accordance with relevant health and safety regulations.
H&S	The contractor will comply with the Construction Design Management (CDM) Regulations 2015, adopting the role of Principal Contractor, and where also responsible for design, Principal Designer.
	The scheme will be compliant with RC62 and a full RC62 checklist will be completed and submitted as part of the

	design and handover process. This includes the installation of a fireman's switch and full integration at the fire panel.
	A pre and post fire-risk assessment must be completed at design and handover of the scheme.
Contracts	The contractor will enter into a JCT Minor Works Contract, or with Contractor's Design elements depending on the package.
Finances	Contractor to carry out a detailed financial assessment including upfront cost, available incentives or rebates, potential energy savings, and return on investment.
Installer profile	Installers must be MCS approved. Please provide evidence.
	Please provide evidence of previous, similar projects.
DNO	The contractor will be responsible for submitting the relevant applications to the DNO.
Timescales	Commencement prior to June 2026
Payment	Payment to be made on successful completion and commissioning of project.

Tender return requirements

Provided by the contractor

Information provided	
A detailed quote complying with planning permission consent. Please see Somerset Council planning application no: 23/0320/FUL 23/01320/FUL | The installation of solar panels on the front (south east) facing roofs of the Community hall. | Milford Park Community Resource Centre Milford Park Yeovil Somerset BA21 4QD	
Indicative location for inverters and wiring runs.	
Glare and shade analysis.	
Structural-sign off for the proposed system.	

Accurate generation and payback report.	
Method statement for the installation.	
Proof of MCS qualifications.	
Relevant case studies and ideally testimonials.	
Itemised cost for the supply and install of the solar system.	
Lead-in times and expected start date (beginning with mobilisation / detailed design).	

Tender returns, clarifications & site visit coordination	
Contact:	Yeovil Town Council Property Team – property@yeovil.gov.uk