



Ivybridge Town Council  
c/o Town Clerk  
Town Hall  
Erme Court  
Leonards Road  
Ivybridge  
PL21 0SZ

Invitation via Contracts Finder Portal

January 2024

Dear Sirs

**Ivybridge Town Council - Filham Park Access Road and Carpark**

You are invited to tender for the above works in accordance with the Tender documents listed below:

- Letter of Invitation
- Instructions to Tenderers
- Part 1 – Tenderer Suitability Assessment

Part 2 -

- Appendix to Conditions of Contract
- Special Conditions
- Form of Tender
- Schedule of Works
- Collusive Tendering Certificate
- Tender Drawings
- Pre-Construction Information

A fully completed copy of the Tenderer Suitability Assessment, Form of Tender, Schedule of Works and Collusive Tendering Certificate together with the supporting documentation stipulated in the Instructions to Tenderers should be returned to Ivybridge Town Council by email, addressed to [townclerk@ivybridge.gov.uk](mailto:townclerk@ivybridge.gov.uk) to arrive no later than 12 noon on 1<sup>st</sup> March 2024.

The tenderers will be expected to have visited the site prior to tendering in order to ascertain the full extent of the work and conditions affecting its execution. No claim will be entertained for lack of information in this respect.

The Contract will be awarded under the terms and conditions of the ICC Conditions of Contract for Minor Works (August 2011 Edition), together with any special conditions contained within the text of this letter and the documents listed above.

The anticipated start date on site is 8<sup>th</sup> April 2024. A contract programme showing a detailed breakdown of the main site activities should be included in the tender with allowances for preferred working methods, site access and constraints.

Method related charges to perform the role and duties of Principal Contractor as defined by CDM Regulations 2015 should be included within your tender.

Please confirm you will be submitting a tender by email.

Yours faithfully

For and on behalf of Ivybridge Town Council

Kate Elliott-Turner  
Town Clerk

Encl: Documents as listed above