When telephoning, please ask for:

**Mrs Susan Coulson** 

Tel: 0116 267 6191

Our Reference : 004/NJR/HFCH

Your Reference:

Date: 10<sup>th</sup> August 2018

To: The Tenderer

#### Project title: Reference No: 004/CS/NJR/HFCH

#### Location of the Works: Hallam Fields Walk, Leicester

You are invited to provide a fixed lump sum tender price for the full design and construction of a new build Single Storey Community Hall as shown and described in, and on the Employer's Requirements documentation as provided herein.

The Works are to be carried out in accordance with the Contract and other conditions specified in the Project documents provided. The contract will be let under the conditions of the JCT 2016 Design and Build contract.

Please submit your tender on the attached Tender Form and transmitting it by post in a sealed envelope endorsed with the Project title cover affixed to the sealed envelope to:

#### Clerk to the Birstall Parish Council at Council Offices, Birstall Road, Leicester, LE4 4DH

so as to be received not later than **12 noon on Friday 7 September 2018**. Tenders received late will not be considered.

Your tender should be accompanied by the following further documents, each in the format and completed in accordance with the attached instructions and each enclosed in the separate envelopes:

- Contract Sum Analysis
- An initial detailed summary in an A4 format outlining your Contractor's Proposals
- Master programme
- Synopsis on health and safety management of site and surrounding vicinity

All queries and other communications in connection with the tender process should be directed to Nicholas Riozzi, Project Manager, Chesterton Smart Ltd on 0116 2243165 or email contact@chestertonsmart.co.uk.

The Contract will be awarded to the most economically advantageous tender evaluated on the basis of:

- 1. Compliance
- 2. Quality/best value
- 3. Cost



The Employer reserves the right to postpone the closing date for bids and to accept any tender or no tender at all.

No tendering expenses will be payable.

Signed by or on behalf of Birstall Parish Council

Nicholas Riozzi Signature:

Position: Project Manager

## FORM OF TENDER

#### Title: FULL DESIGN AND CONSTRUCTION OF NEW SINGLE STOREY COMMUNIUTY HALL FACILITY AT HALLAM FIELDS WALK BIRSTALL LEICESTER

#### To: BIRSTALL PARISH COUNCIL Council Offices, Birstall Road, Leicester, LE4 4DH

I / we, having read the Performance Brief Specifications, contract drawings, Preliminaries, Conditions of Contract and all of the additional documents delivered to us, and having examined all documents referred to therein, hereby offer to design and construct execute and complete the whole of the Works in accordance with the said Requirements and Conditions described under the JCT 2016 Design and Build Contract:-

for the sum of: £\_\_\_\_\_p

in words

.....

..... pounds

..... pence, exclusive of Value Added Tax

and I / we do hereby declare that this said tender has not been adjusted to the detriment of the Employer by reference directly or indirectly to the prices of any other tender or proposed tenders.

And I / we do hereby further offer and undertake to enter an agreement for the due and proper performance of all the works to which this tender refers.

I / we understand that the Employer does not bind himself to accept the lowest or any tender

Name of Firm	
Address	
Date	
(Signature)	

## **INSTRUCTIONS TO TENDERERS**

## <u>Tenders are to be sealed in the endorsed envelope provided and delivered to</u> reach the Employer not later than 12.00 noon on Friday 7<sup>th</sup> September 2018

# CERTIFICATE AS TO COLLUSIVE TENDER

## **CERTIFICATE**

In recognition of the principle that the essence of selective tendering is that the Client shall receive bona fide competitive tenders from all those tendering **WE CERTIFY THAT:-**

- 1 The tender submitted herewith is a bona fide tender intended to be competitive.
- 2 We have not fixed or adjusted the amount of tender under or in accordance with any agreement with any other person.
- 3 We have not done and we undertake that we will not do at any time before the hour specified for the return of the tenders any of the following acts:-
  - (a) Communicating to a person other than the person calling for these tenders the amount or approximate amount of the proposed tender (except where the disclosure, in confidence, of the approximate amount of tenders was essential to obtain insurance premium tenders required for the preparation of the tenders);
  - (b) Entering into any agreement with any other person that he shall refrain from tendering or as to the amount of any tenders to be submitted; and
  - (c) Offering or paying or giving or agreeing to give any sum of money or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any other tender or proposed tenders any act or thing of the sort described above.

In this certificate:-

- 1 "Person" includes any person and any body or association or incorporate or corporate.
- 2 "Any agreement or arrangement" includes any transaction of the sort described above, formal or informal and whether legally binding or not.

DATED this	day of	2018	
SIGNED (as Tenderer duly authorised to sigr for and on behalf of	,		

.....

#### TO THE CLERK TO THE PARISH COUNCIL BIRSTALL PARISH COUNCIL COUNCIL OFFICES BIRSTALL RD LEICESTER LE4 4DH

**TENDER RETURN** 

PROJECT:

FULL DESIGN AND BUILD OF NEW COMMINUTY HALL FOR BIRSTALL PARISH COUNCIL HALLAM FIELDS WALK BIRSTALL LEICESTER LE4 3LH

DEADLINE FOR RETURNS: 12 NOON ON FRIDAY 7th SEPTEMBER 2018