

11 April 2023
IB/BC.STH. 2022.00255.001

Dear Sirs

The Olive School, Hackney
Admin House Remodel

You are invited to submit a tender in respect of the works at the above Property. To this end, we confirm that the following documentation is issued via Contracts Finder on 12 April 2023:-

- 1.0 Preliminaries to the Contract
- 2.0 Preambles
- 3.0 Schedule of Works
- 4.0 Included Sums
- 5.0 Summary
- 6.0 Form of Tender
- 7.0 AHR Drawings
- 8.0 CPW MEP Drawings
- 9.0 CPW MEP Specification
- 10.0 Pre-Construction Information Pack (PCIP)
- 11.00 PDR4 - Project Hazard Management Record - Designer's Risk Assessment
- 12.00 CPW Risk Assessment

In preparing your tender you are asked to note the following requirements:

1. **The tender is to be returned via the Contracts Finder portal.**
2. The tender return date is **12.00 noon on Monday 15 May 2023**. Tenders returned after this date will not be considered.
3. Tendering is based on the JCT Practice Note 6 Alternative 2.
4. The price is to be on a fixed price basis for the duration of the contract and the contract period is to be 6 weeks with a start date of 24 July 2023.
5. Liquidated damages will be imposed at the rate of £4,000.00 per week or part thereof.
6. All work included within the Schedule of Works or indicated in the drawings are to be included in the tender.
7. The contractor and all sub-contractors should note that drawings issued as .PDF files should be printed/plotted on the correct paper size, as indicated on each drawing, within the title block. Drawings should not be scaled from and must be printed/plotted with Page Scaling set to None.
8. The contractor and all sub-contractors must include for complying with all Regulations, acts and Conditions as required for construction work and the employment of labour, and in particular with the Health & Safety at Work Act 1974.

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9. The project is non-notifiable to the HSE however still includes the full requirements of the CDM Regulations 2015, with the contractor acting as Principal Contractor for their project. The pre-tender information pack is issued as part of these Tender Documents
10. The contractor is to return a detailed programme of works with their tender return. **This is a mandatory submission requirement.**
11. The contractor is to provide a minimum of 2.no case studies of refurbishment works to listed school buildings, within a conservation area. **This is a mandatory submission requirement.**
13. The contract will be awarded to the most economically advantageous tender return, with due regard given to experience demonstrated, as per point number 11.
14. **IMPORTANT - All Contractors are to return a fully priced tender breakdown when returning their tender documents.**

You are strongly recommended to visit the site as no payment can be made for additional items of work due to lack of knowledge.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Berbiers', is written over a light blue rectangular stamp.

Isaac Berbiers MSc BA (Hons)
Graduate Building Surveyor

For and on behalf of AHR Building Consultancy Ltd