

INVITATION TO TENDER

PROJECT: Christ the King Catholic Voluntary Academy - Replacement of Windows & Doors

JOB REFERENCE: J4804

EMPLOYER: St Thomas Aquinas – Catholic Multi-Academy Trust

CONTRACT ADMINISTRATOR: YMD Boon Limited

DESCRIPTION OF THE WORKS: The works comprise the replacement of the existing windows and doors for aluminium framed units.

COMMENCEMENT DATE:

Monday 1st November 2021

COMPLETION DATE:

Friday 10th December 2021

SITE VISITS Prior arrangements must be made before visiting site. Please contact YMD Boon and make appropriate arrangements. Contact: Luke Gisborne - 07342 035235.

Please note the use of photographic equipment is prohibited unless specific permission has been granted.

TENDERING INSTRUCTIONS

1. The tender is to be made strictly in accordance with the requirements of this Invitation to Tender which, together with any addenda that may be posted on the website, are together referred to as the Invitation to Tender. (All tenderers will be notified by email should any addenda be posted prior to the date for tender returns).
2. If, after downloading the tender information, the tenderer decides not to submit a tender, the tenderer must notify YMD Boon Ltd by email immediately.
3. By submission of a tender, the tenderer warrants that the prices in the tender have been arrived at independently, without consultation, communication, agreement or understanding for the purpose of restricting competition, as to any matter relating to such prices, with any other tenderer or with any competitor.
4. Any advice of a modification to the Invitation to tender will be notified by email and the modification posted on the website before the tender date and shall be issued as an addendum to, and shall be deemed to constitute part of, the Invitation to Tender.
5. We or the Employer will not be held responsible for any costs or expenses incurred by the tenderer in connection with the preparation of the tender.
6. The tender must be submitted electronically by no later than noon on the date stated in the invitation to tender email/letter, this date being the TENDER DATE.
7. We or the Employer does not undertake to accept the lowest Tender, or part, of all of any Tender, and the acknowledgement of receipt of any submitted Tender shall not constitute any actual or implied agreement between the Employer and the Tenderer. We or the Employer reserves the right to accept any part, or all, of any Tender or Tenders at its sole discretion.

CONDITIONS OF TENDER

Form of Contract: JCT Minor Works Building Contract (MW) 2016

Contract Drawings: YMD Boon Ltd drawing reference **J4804-40, J4804-51, J4804-80, J4804-90**

CDM Regulations 2015: The project is not notifiable.

Principal Designer: YMD Boon Ltd

Payment: Monthly Intervals

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Liquidated Damages: At the Rate of £250.00 per Calendar Week or Pro-Rata Thereto

Insurances: Contractors cover for Clause 5.3.2 to be not less than £10,000,000. Insurance of the Works to be Clause 5.4C (Existing Structure Insurance by Employer in Own Name) applies.

Adjudication: Nominator to be President or Vice President of The Royal Institution of Chartered Surveyors.

Tendering Procedure: JCT Practice Note 6 (Series 2) Main Contract Tendering – Alternative 1 to apply to errors.

Construction Phase Plan: The Principal Contractor will be required to submit a relevant and project-specific Construction Phase Plan in compliance with R12(2) of the CDM Regulations 2015 within 10 days of the notification of the award of the contract or prior to commencement on site, whichever is the sooner.

Health and Safety File: The Principal Contractor will be required to complete and deliver the Health and Safety File in compliance with R12(5) of the CDM Regulations 2015 within one month of the date of Practical Completion of the contract. The fully completed Health and Safety File is to be presented in two copies, one paper copy and one electronic copy in cd format. Failure to produce the Health and Safety File within this specified time period will result in the task of completing the document being outsourced to others with the cost of so doing deducted from the final sum due to the Principal Contractor.

CONTRACT SUM ANALYSIS

Complete the schedule below with your costs for undertaking the works in accordance with the drawings.

The prices you quote should exclude VAT.

If you are successful in your tender, the prices you have offered in this schedule will be entered into the Contract Documents.

<u>Scope of Works:</u> Carry out works complete as detailed within the Schedule of Works and drawings J4804-40, J4804-51, J4804-80, J4804-90.	
Preliminaries	£
<u>Schedule of Works</u>	
TYPE 1 - 4no. NW01,02,04,05	£
TYPE 2 - 5no. NW03,32,48,52,56	£
TYPE 3 - 20no. NW29,30,31,33,34,35,37,38,39,40,44,45,46,47,49,50,51,53,54,55	£
TYPE 4 - 2no. ND01,02	£
TYPE 5 - 1no. ND03	£
TYPE 6 - 5no. NW57,58,60,64,68	£
TYPE 7 - 7no. NW59,61,62,63,65,66,67	£

TYPE 8 - 1no. NW06	£
TYPE 9 - 1no. NW36	£
TYPE 10 - 1no. NW07	£
TYPE 11 - 4no. NW08,09,11,12	£
TYPE 12 - 2no. NW10,13	£
TYPE 13 - 5no. NW14,27,41,42,43	£
TYPE 14 - 7no. NW15,17,18,20,22,24,26	£
TYPE 15 - 4no. NW16,19,23,25	£
TYPE 16 - 1no. NW21	£
TYPE 17 - 1no. NW28	£
Construct upstand detail to 12no. existing window openings as per drawing J4804-51, J4804-90.	£
Provisional Sum for making good finishes and decoration.	£ 4,000.00
Provisional Sum for asbestos removal.	£ 5,000.00
Contingency sum for unforeseen works.	£ 7,000.00
Contract Sum:	£

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I/We the undersigned, do hereby offer to execute in its entirety all the works described, referred to, or implied within the Tender Documents to your complete satisfaction. This offer is based on a fixed price and not subject to adjustment in respect of rates, wages or material prices.

Tender Sum £_____ exclusive of Value Added Tax.

We consider that the following value of work within our tender would attract VAT

£_____ VAT Rate_____ % Amount £_____

We have visited the site and made ourselves fully acquainted with the local conditions and undertake on receipt of instructions to proceed to commence and complete the whole of the work in _____ weeks.

Should our tender be accepted we undertake to enter into a formal contract as amended and described in the Tender Documents, but that, until such time as the written contract is executed, this Tender together with your acceptance in writing will constitute a Contract.

Our tender remains open for consideration until December 2021.

Please sign to confirm you would be able to carry out these works during the

Proposed programme period for the price stated above.....

Contractor's Name

SignaturePosition.....

Address

..... Date

Witness Signature

Occupation

Address

..... Date

Please submit the tender by email to lgisborne@ymdboon.co.uk by 12 Noon Tuesday 11th August 2021.