

INSTRUCTIONS TO TENDERERS FOR THE DESIGN AND CONSTRUCTION OF BRUNDALL SPORTS PAVILION AT OLD GREAT YARMOUTH ROAD, BRUNDALL

- (1) **DATE AND TIME FOR RECEIPT OF TENDERS** - Your tender shall be submitted to the offices of REAL Consulting LLP, Pembroke House, 36 Unthank Road, Norwich NR2 2RB not later than 12.00 noon on Thursday 29 June 2023.

- (2) **INFORMATION TO BE SUBMITTED** - The completed Forms of Tender, Certificate of Bona Fide Tender, and a fully completed Contract Sum Analysis as set out in Appendix A of the Employer's Requirements document.

The Contractor shall also submit his proposed programme(s).

- (3) **ACCEPTANCE OF TENDERS** - The Employer and his representatives offer no guarantee that the lowest or any tender will be recommended for acceptance or accepted, nor will they be responsible for any costs incurred in the preparation of any tenders.

- (4) **ALTERNATIVE TENDERS** - The following alternative tenders are required:

Alternative Tender Nr 1 - Fixed Price Tender on Stated Programme of 30 weeks.

Alternative Tender Nr 2 - Fixed Price Tender on Contractor's Own Programme.

The Contractor's attention is specifically drawn to the RNAA events calendar for 2023 which indicates dates upon which no work at all can be undertaken on the site (in red) or when limited work can be undertaken by agreement with the Employer (in yellow).

- (5) **TENDERING PROCEDURE** - Will be in accordance with the principles of JCT Practice Note 6 (Series 2).

- (6) **INABILITY TO TENDER** - If the Contractor cannot tender for any parts of the work as defined in the tender documents or needs further clarification, he must inform the Quantity Surveyor as soon as possible during the tender period defining the relevant parts and stating the reason for his inability to tender.

- (7) **PRICING OF THE TENDER DOCUMENTS** - Alterations and qualifications to the documents must not be made without the written consent of the Quantity Surveyor. Costs relating to items which are not priced will be deemed to have been included elsewhere in the Tender Sum.

- (8) **PRICING PRELIMINARIES** - The Contractor must submit a detailed build-up of his pricing of the Preliminaries. Fixed and time related charges must be shown separately.

- (9) **ERRORS IN PRICED DOCUMENTS** - Will be dealt with in accordance with the JCT Practice Note 6 Alternative 1, current at the Date of Tender.

- (10) **PERIOD OF VALIDITY** - Tenders must remain open for consideration (unless previously withdrawn) for not less than 13 weeks from the date fixed for the submission or lodgement of tenders.

A provisional timescale for appointment is as follows:

- a) Tender Return – Thursday 29 June 2023
- b) Tender Analysis and Appointment of Contractor – 21 July 2023
- c) Mobilisation Period – July/August 2023
- d) Provisional Start on Site 29 August 2023
- e) Provisional Completion Date – 08 April 2024 (30 weeks)

Attention is drawn to the wording of the Form of Tender and to the further conditions contained therein.

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- (11) Any queries relating to the preparation and submission of tenders shall be addressed to Julian Giles at
REAL Consulting LLP - email: stephen.brown@realconsulting.co.uk
- (12) SITE VISIT - Before tendering the Contractor is advised to visit the site to ascertain the nature of the site, access thereto and all local conditions and restrictions likely to affect the execution of the works.

Arrangements to visit site may be made during normal working hours – open access to site