



Acle Parish Council

Parish clerk: Mrs Pauline James, Beech Farm, Marsh Road, Upton,
Norwich NR13 6BP Tel: 01493 751070

Email: AclePCclerk@gmail.com

Deputy clerk: Mrs Becky Furr, 2 Hall Cottages, The Windle, Acle,
Norfolk, NR13 3JT Tel 07536456161

Email: aclepcdeputyclerk@gmail.com

18th May 2022

Reference: Invitation to Tender, reference 331-22

Dear whom it may concern,

On behalf of Acle Parish Council, I would like to invite you to Tender for a new project The Brian Grint Centre & Chocolate Box, The Street, Acle. In the first instance, please respond with your interest to tender as soon as possible. Tender documentation and the Invitation to Tender will be via the tender portal at www.gov.uk/find-tender.

I have provided a brief overview for the project and works required below, please review and email me on aclepcdeputyclerk@gmail.com if you would like to submit a formal Tender for the project. Bids must be received by 12 noon Sunday 29th May 2022.

Brief Overview of Project:

Undertake refurbishment of the whole building, including re-roofing; strengthening existing timbers; full rewiring of electrics to both floors; installation of air source heating system; full decorations internal and external; window replacement and in addition, the infill of the toilet block to the rear of the building. Contractors will be required to complete the external landscaping as part of the project and quotation submitted. This can be sub-contracted if required by the applicant, all sub-contractors should be employed by the main contractor. Form of contract will be a standard JCT Design and Build.

Planning has been permitted but a handful of outstanding conditions remain, the successful contractor will be required to discharge these conditions as part of the work.

Tenderers should hold a minimum of £1 million public liability and £10 million of employer's liability insurance. Full requirements are further specified in the Invitation to Tender pack, should you wish to proceed with a formal tender bid. This will need to be returned within 10 days.

I look forward to hearing from you soon. If you have any questions or would like to discuss anything further, please do not hesitate to contact me.

Yours sincerely

Becky Furr

Becky Furr
Deputy Clerk and Assets Manager