

BORDEN PARISH COUNCIL



INVITATION TO TENDER FOR A PREFABRICATED MODULAR TOILET FACILITY FOR THE PLAYSTOOL RECREATION GROUND, THE STREET, BORDEN ME9 8JN.

Scope of the contract

The contract will include the supply and installation of a prefabricated modular toilet unit, including making the final connection of the mains services.

The Contractor will be required to demonstrate that all insurances, health and safety procedures and risk assessments necessary for the safe and efficient fulfilment of the contract are in place.

Specifications

1. All designs and works must comply with:
 - a. The Building Regulations 2010 with all changes known to be in force
 - b. CDM Regulations 2015 with all changes known to be in force
2. The modular toilet unit will be a single storey W/C with a utility / service cupboard. The dimensions are not to exceed 2200 mm (East to West) x 3582 mm (North to South).
3. The modular toilet unit is to be made accessible to all, in compliance with Part M of the Building Regulations 2010.
4. The roof will be a high quality pitched design (Apex steel integrated roof with lifting lugs).
5. The exterior will have a timber clad external finish appearance, over integrated steel walls.
6. The unit will have insulated steel security doors with a paint finish.
7. Internally the unit will have:
 - a. 1 x solid surface recessed anti-vandal hand wash dryer with front access for restocking soap and for servicing / repair
 - b. 1 x a Building Regulations 2010 Part M compliant toilet with wash basin, grabrails, panic alarm, and a concealed cistern that can be accessed from the utility cupboard
 - c. 1 x urinal (optional)
 - d. 1 x wall mounted drop down baby changing platform
 - e. 1 x wall mounted acrylic safety mirror
 - f. Suitable ventilation and extraction. Mechanical ventilation / extraction is to be switched with the internal lights including an overrun period
 - g. Internal lighting switched with a PIR sensor
 - h. Compliant emergency lighting

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- i. A floor gully with floor drain for cleaning
8. The toilet will be accessed from the South elevation, facing The Street.
9. The utility cupboard must have separate external access.
10. All final connections between the modular toilet unit and the mains cold-water supply, electrical supply and waste water outlet are to be made.
11. The toilet unit must be designed and constructed to maximise resistance to vandalism.

Tender documents

This tender includes the below documents to enable you to bid. If you find any documents missing or you are unable to open any, please contact us immediately.

- Invitation to Tender (this document).
- Concept drawing
- Location Plan

To bid for this tender, please submit the following:

1. Your firm price cost for the supply and installation of the prefabricated modular toilet facility.
2. A full breakdown of the proposed work required for the installation with timescales.
3. A draft contract covering the scope of works.
4. Evidence of:
 - a. public liability insurance (min £5,000,000);
 - b. employer's liability insurance (min £5,000,000);
 - c. professional indemnity insurance; and,
 - d. product liability insurance.
5. Details of similar projects/services undertaken including references to the Client or links to relevant web pages.

Prospective contractors must not contact councillors or staff to encourage or support their tender outside the prescribed process.

Reporting procedure

The successful Contractor will be notified by the end of July 2024. The successful contractor will liaise directly with the Clerk at Borden Parish Council unless given permission to contact others for technical information by the Parish Council.

The Clerk, Teresa Millum will have overall responsibility for the project on behalf of the Parish Council.

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Borden Parish Council will examine the outputs of the contract and the Contractor may be called upon to correct any errors or answer queries regarding any of the outputs at their own expense.

Criteria for award of contract

Borden Parish Council is not bound to accept the lowest tender bid for the work required; the below criteria and scoring will be applied to the bids received. The bid with the highest score will be awarded the contract for the work.

| Criteria | Weighting |
|--|-----------|
| Demonstrated ability to deliver similar projects to a high quality | 30% |
| Price fit within budget | 30% |
| Quality and value for money | 40% |

How to submit your bid

Tenders are to be submitted in hard copy in a sealed marked envelope addressed to Borden Parish Council Clerk Teresa Millum (TENDER), 145 Borden Lane, Sittingbourne, Kent ME10 1BY, by

5 pm on Tuesday 16th July 2024. Submissions received after this date and time will not be considered. Borden Parish Council is not bound to accept the lowest tender bid for the work

All tender bids will be treated as private and confidential.

Any responses to queries raised by bidders will be included in a document entitled 'Additional information for bidders'. This can be found along with other documentation in the 'Contract Opportunity' section of the Parish Council's website (www.bordenparishcouncil.gov.uk).

For further information, please contact the Clerk, Teresa Millum at clerk@bordenparishcouncil.gov.uk