

**Wharf Lane Recreation Ground Toilet Block – Tenders  
Town Council 6 June 2017**

**The Town Council is asked to consider the information below together with any information available at the meeting and make a decision regarding the award of a contract for the building works to the Wharf Lane Recreation Ground Toilet Block**

**Introduction**

1. The tender opportunity was advertised on the Contracts Finder website from 17 March 2017 until 18 March 2017; in addition, the Project Leader and Town Clerk also notified various potential contractors who had either previously undertaken work for the Town Council or were known to have successfully completed similar sized projects.

**Tenders Received.**

2. By the closing date, 12 noon on 18 April 2017, 4 tenders were received.
3. The tenders were opened by The Deputy Clerk, the Project Leader and Councillor Stuart Shepherd.
4. In alphabetical order, tenders were received from:
  - Cann Building Services Ltd
  - Jones Building Group
  - Turner Construction Ltd
  - Underhill Building Services

**Tender Pricing**

5. The tender amounts (excluding VAT), in ascending value were:
  - £48,850
  - £82,332
  - £89,664
  - £97,767.10
6. The Project Leader contacted the companies that had submitted the 2 lowest tenders and requested a breakdown of costs and to check their prices. As a result of the Project Leader's checks the lowest tender figure was revised from £48,850 to £79,260.

**Contract Start Date and Duration**

7. At the time of submitting the tender,
  - the contractor submitting the lowest price said they could start on 5 June and the contract period would be 11 weeks
  - the contractor submitting the second lowest price said they could start 4 weeks from instruction and the contract period would be 10 weeks.

**Project Leader's Assessment**

8. the Project Leader has said " ..... either [contractor] of which I would consider to be competent and able to undertake the project."
9. At the time of preparing this report the Project Leader has not completed reference checks etc – it is hoped that this will be completed for the Town Council meeting.
10. The Project Leader will be attending the Town Council meeting.

**Report Prepared:** 31 May 2017.

**For further information contact** The Town Clerk, email [town.council@ilminster.gov.uk](mailto:town.council@ilminster.gov.uk)