

Reference:



## **Schedule of Works**

*for*

## **Secure garden area**

*to*

8 Ingleton  
Bracknell  
Berkshire  
RG12 7RN

DFG Team  
Bracknell Forest Borough Council  
Time Square  
Market Street  
Bracknell  
Berkshire,  
RG12 1JD

Reference:

## **Contents**

1. Preliminaries & Conditions
2. Schedule of Works
3. Form of Tender

*To support this request for tender please find accompanying preliminaries & conditions and any relevant drawings to the project as separate attachments to be reviewed.*

Reference:

**Section 1:**

**PRELIMINARIES & CONDITIONS**

- 1 THE PROJECT  
Name: Mstr Trto  
Nature: DFG Project  
Location: 8 Ingleton Bracknell RG12 2PE  
Length of contract: 2 weeks
- 2 EMPLOYER (CLIENT)  
Name: Mr Trto  
Address: 8 Ingleton Bracknell RG12 2PE
- 3 PRINCIPAL CONTRACTOR (CDM)  
Name: TO BE CONFIRMED.  
Address: TO BE CONFIRMED.  
Contact: TO BE CONFIRMED.  
Telephone: TO BE CONFIRMED.  
E-mail: TO BE CONFIRMED.
- 4 ARCHITECT/ CONTRACT ADMINISTRATOR  
Name: Ian Green c/o early Help and Communities  
Address: Time Square, Market Street, Bracknell, RG12 1JD.  
Telephone: 01344 352010  
E-mail: ian@ashbybuildingconsultants.co.uk
- 5 PRINCIPAL DESIGNER  
Name: TO BE CONFIRMED.  
Address: TO BE CONFIRMED.  
Contact: TO BE CONFIRMED.  
Telephone: TO BE CONFIRMED.  
E-mail: TO BE CONFIRMED.
- 6 THE WORKS  
Description: Adapting garden area to make safe for child play.
- 7 THE SITE  
Description: End of Terrace House
- 8 SITE VISIT  
Assessment: Ascertain the nature of the site, access thereto and all local conditions and restrictions likely to affect the execution of the Works.  
Arrangements for visit: Via Contract Administrator.
- 9 TENDERING PROCEDURE  
General: In accordance with NBS Guide to Tendering for Construction Projects.  
Errors: Alternative 2 is to apply. Contractor may change their price if a genuine error found, but a change of price could result in no longer being competitive.
- 10 EXCLUSIONS  
Inability to tender: Immediately inform if any parts of the work as defined in the tender documents cannot be tendered.  
Relevant parts of the work: Define those parts, stating reasons for the inability to tender.

Reference:

- 11 ACCEPTANCE OF TENDER  
Acceptance: No guarantee is offered that any tender will be recommended for acceptance or be accepted, or that reasons for non-acceptance will be given.  
Costs: No liability is accepted for any cost incurred in the preparation of any tender.
- 12 PERIOD OF VALIDITY  
Period: After submission or lodgement, keep tender open for consideration (unless previously withdrawn) for not less than 6 months.
- 13 RECTIFICATION OF DEFECTS  
All work is expected to carry a twelve month defect liability period. In the event that any defective workmanship is identified within this period started on the date when the work is completed and being used by the client, it is expected that the contractor shall return and rectify any defects identified.
- 14 PAYMENT OF WORKS  
Works are to be paid upon completion of the works and upon the satisfaction of the surveyor from Bracknell forest council acting as Contract Administrator for the works.

Reference:

**Section 2:**

**SCHEDULE OF WORK**

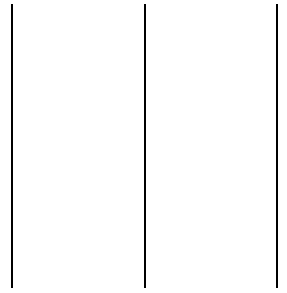
**Works to be priced from item 1 onwards.**

	VATable	Non-VATable
<p>Preparation</p> <p>1. CDM Regulations: Cost to allow for developing the Construction Phase Health and Safety Plan to a standard as acceptable to the client under Regulation 15(4) including any relevant Risk assessments and method Statements applicable and bespoke to the works, and for making available all such resources as are required to ensure full compliance with the Principal Contractors duties during the construction phase of the contract to include all Principal Contractor, Domestic and Named Subcontractors activities, and for the development of the Health and Safety File on completion, all in accordance with the requirements of the Principal Designer and set out as per appended requirements. Contractor is to carry out all necessary testing to locate underground water pipes, gas, electric cables or drainage that may be affected by the proposed works prior to excavation and to provide all necessary temporary or permanent protection whilst the works proceed. Remove any temporary measures on completion of work.</p>		
<p>General</p> <p>2. Grub up existing planter area adjacent to conservatory. Lay 200 x 100 x 60mm matching paving blocks in herringbone pattern, on 50 mm well compacted 6mm open graded crushed rock, on min. 100 mm well consolidated 20mm crushed rock.</p> <p>3. Take down, clear and cart away from site, dwarf wall adjacent rear gate. Lay 200 x 100 x 60mm matching paving blocks in herringbone pattern, on 50 mm well compacted 6mm open graded crushed rock, on min. 100 mm well consolidated 20mm crushed rock.</p> <p>4. Remove existing lamp standard to garden patio, clear and cart away. Make safe to patio. Ensure electrics are disconnected and safe.</p> <p>5. Remove existing rear garden gate. Form new close boarded framed, ledged and braced timber gate to fit existing opening x 2.5m high including all ironmongery including garden mortice lock. Internally the gate is to be finished with Mid grey composite boards (as supplied by Eurocell Building Plastics or similar) fitted vertically, with no hand holds or support internally.</p> <p>6. Provide and fit above existing brick boundary wall Mid Grey composite boarding (as supplied by Eurocell Building Plastics or similar) to height of 2.5m to whole of the northern boundary with no hand holds or support internally.</p> <p>7. Provide and fit Mid grey vertical composite boarding to height of 1.8m (as supplied by Eurocell Building Plastics or similar) on treated timbers to</p>		

Reference:

boundary fencing on western and southern boundaries. Fencing is to be supported independently of existing fencing panels.

8. Allow to make good and re-level all/any disturbed external garden areas upon completion and leave clean and tidy.



Reference:

**Section 3:**

**FORM OF TENDER:**

**To: Bracknell Forest Borough Council**

**Reference:**

**Client Name: Mr Trto**

**Proposed works at: 8 Ingleton, Bracknell RG12 7RN**

I/We, the undersigned, having examined the Standard Conditions of Contract, the Conditions of Tender, the Scope and Specification of Work and the property relating to this Contract, hereby offer to supply all necessary materials, fittings, labour etc. and to execute and maintain the works in strict accordance with the contract and specification for the sum of (amount to be written in words)

---

which is made up as follows:-

Preliminaries and Conditions of Contract £ \_\_\_\_\_

Specified Works  
(total brought forward from specification of works) £ \_\_\_\_\_

VAT Anticipated is £ \_\_\_\_\_

Total (To be written in words below)

---

I/We offer to commence within \_\_\_\_\_ weeks from receipt of order

The works will take approximately \_\_\_\_\_ weeks to complete

I/We, the undersigned, having examined the Conditions of Contract, Specification and all other Tender Documents, hereby offer to supply the goods/undertake the services required, in accordance with the tender documents for prices detailed in the Pricing Schedule.

I/We understand that the Council is not bound to accept the lowest or any tender received.

This tender remains open for acceptance for 6 months from the date fixed for the submission of tenders in the Invitation to Tender.

I/we agree that the essence of selective tendering is that the Council shall receive bona fide competitive tenders from all those tendering. In recognition of this principle, I/we warrant that this is a bona fide tender, intended to be competitive, and that I/we have not fixed or adjusted the price tendered by, or under or in accordance with, any agreement or arrangement with any other tenderer. I/ we furthermore warrant that no approaches have been made to any other tenderers for the purpose of obtaining or influencing their tender prices or any other details of their bid. I/ we also warrant that I/we have not and will not before the award of any contract for the work:

Reference:

- (i)(a) communicate to any person other than the Council the amount or approximate amount of the tender or proposed tender, except where the disclosure, in confidence, of the approximate amount of the tender was necessary to obtain insurance premium quotations required for the preparation of the tender;
- (b) enter into any agreement or arrangement with any person that they shall refrain from tendering, that they shall withdraw any tender once offered or vary the amount of any tender to be submitted;
- (ii) pay, give or offer to pay or give any sum of money or other valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any other tender or proposed tender for the work, any act or thing of the sort described at (i)(a) or (b) above.

I/ We understand that should we directly or indirectly canvass any member or official of the Council concerning the award of the contract for the provision of the Services, or directly or indirectly obtain or attempt to obtain information from any such member or official concerning any other tender for Goods/Services, I/ we will be disqualified. I/ We further understand that if discovery occurs after the award of the contract, the Council shall then be entitled to summarily terminate the contract.

Unless and until a formal agreement is prepared and executed, this tender, together with your written acceptance thereof, shall constitute a binding contract between us.

Signature.....

Name.....

Position.....

Company.....

Address.....

.....

.....

..... Email .....

Date.....