

17301

**PROPOSED EXTENSION TO FORM A NEW
HYDROTHERAPY POOL**

AT ELMS BANK SPECIALIST ARTS COLLEGE

DOCUMENT B - INSTRUCTIONS TO TENDERERS

1. Tenders are to be submitted electronically via The Chest
2. Tenders returned after the tender return time will not be considered
3. In order for tenders to be considered, tenderers must submit only the following documents as part of the tender submission :
 - Fully completed Form of Tender with Appendices (Document J)
 - Summaries (Documents I1 to I6 inclusive)
 - Contractor Questionnaire (Document R)
4. If documentation other than that listed in 3 above is submitted as part of the tender, eg a covering letter, the tender submission could be deemed inadmissible and be disqualified
5. Provisional sums have been included in the tender documents. Provisional sums inserted by the tenderer in the tender sum will not be allowed and may lead to the tender being disqualified.
6. Should tenderers or their sub contractors need to visit the site, arrangements are to be made with
7. Where products or specialist sub-contractors are named or given as preferred in the tender documents, tenderers may offer suitable equal and approved alternatives for consideration by the Contract Administrator. Details of any such alternatives must be proposed in writing and received by the Contract Administrator no later than 9 March 2018. The Contract Administrator will confirm any approval(s) via The Chest in an open notification to all contractors who register an interest in the tender
8. The Employer is not bound to accept the lowest or any tender submitted and will not be liable for any costs incurred by tenderers
9. Should the tenderer discover any discrepancies or conflicting information within the tender documents prior to the return of tenders, these should be communicated to the Contract Administrator via the CHEST no later than seven days before the date for the return of tenders