



Basingstoke
and Deane

INVITATION TO TENDER FOR ROOF WORKS AT RIDGEWAY COMMUNITY CENTRE BASINGSTOKE.

Introduction

Ridgeway Community Centre is a single storey building constructed circa 2000. The community centre provides a vibrant space with function rooms and a range of activities for all ages.

Basingstoke and Deane Borough Council ('the Council') is seeking to appoint a suitable contractor to undertake the replacement of the existing concrete tile roof with a new bitumen roof system including new deck and replacement of the existing ventilation system and sun tubes.

Property Address - Ridgeway Community Centre, Buckskin Lane, Basingstoke, RG21 4AH.

Works are to be carried out as per the specification included within the tender document.

The Council is utilising an electronic tendering tool to manage this procurement and communicate with Tenderers. Accordingly, there will be no hard copy documents issued to Tenderers and all communications with the Council, including the submission of Tenderers' Responses, will be conducted via the ProContract system, which can be accessed using the following link:

<http://sebp.due-north.com>

For the information of Tenderers, advice on accessing the system is available using the following link: <https://supplierhelp.due-north.com>

If you need further assistance using the ProContract system please contact the PROACTIS support team or email ProContractSuppliers@proactis.com OR log a support call directly using the following link: <https://proactisservicedesk.kayako.com/>

If your organisation has multiple employees you may wish to consider registering multiple accounts with ProContract, and this opportunity, to ensure continuity of access to the documentation and messaging facility throughout the procurement process.

Please note expressions of interest must be registered before 11:30:00 Friday 3rd March 2023. After this time no new suppliers will be able to register and download the Tender documentation on ProContract. This is to allow a locked time for Tenderers simply to review and upload the necessary response documents to ProContract prior to the Tender deadline in an effort to reduce the likelihood of incomplete or late submissions.

Completed tenders and supporting information should be returned before 12:00:00 (Midday) Friday 3rd March 2023.

The Council has produced a 'Tender Resource Pack' in order to assist all organisations who want to bid for contracts with the Council. A copy of the document is available on our website at the following link <https://www.basingstoke.gov.uk/a-selling-guide>. Please note this document has been produced for generic guidance only to assist potential suppliers with understanding the tendering process and is not specific to each procurement.