

DATE

24th February

2022

(1)

THE DISTRICT COUNCIL OF FOLKESTONE AND HYTHE

- and -

(2)

BELL DECORATING GROUP LIMITED

**CONTRACT FOR THE PROVISION OF
GARAGE REFURBISHMENT WORKS**

THIS AGREEMENT is made the ...24... day of ...FEBRUARY... 2022

BETWEEN

(1) **THE DISTRICT COUNCIL OF FOLKESTONE AND HYTHE** of Civic Centre, Castle Hill Avenue, Folkestone, Kent CT20 2QY ("the Employer")

AND

(2) **BELL DECORATING GROUP LIMITED** (company registration no. SC114142) whose registered office is at Bell Business Park, Rochsolloch Road, Airdrie, ML6 9BG ("the Contractor")

hereinafter collectively called "**the Parties**" and independently called "**the Party**"

WHEREAS

The Employer wishes certain works to be provided, namely Garage Refurbishment Works ("the Works") and has accepted a tender from the Contractor dated 19 November 2021 for the provision of the Works

IT IS HEREBY AGREED as follows:

1. This Agreement incorporates the following documents and constitutes the entire agreement between the Parties relating to the Works:
 - JCT Minor Works Building Contract 2016 referred to in Appendix 1;
 - the Employer's Schedule of Amendments to the JCT Minor Works Building Contract 2016 Edition ("Schedule of Amendments") contained in Appendix 2, which shall prevail over any of the other documents listed below in the event of conflict between those documents and the Employer's Schedule of Amendments;
 - Employer's Form of Tender and Contract Specification including:
 - Scope of Works;
 - Pre Construction Information
 - Preliminaries

- Asbestos Policy
- Priority Programme
- Price Framework
- Contractor's tender dated 19 November 2021 including:
 - Form of Tender and priced Contract Specification;
 - Forms of Declaration;
- Any relevant correspondence between the Parties.

2. In consideration of the provision of the Works by the Contractor, the Employer agrees to pay the Contractor the Contract Sum at the times and in the manner set out in this Agreement. The Contract Sum shall be **£109,380.00**
- 3 In consideration of the payments to be made by the Employer to the Contractor in accordance with Clause 2 of this Agreement, the Contractor agrees to deliver the Works in compliance in all respects with the provisions of this Agreement.
4. The Employer hereby appoints the Contractor as Principal Contractor for the Works for the purposes of regulation 14 of the Construction (Design and Management) Regulations 2015 ("CDM").
5. The Contractor shall indemnify and hold harmless the Employer against any liability which the Employer may incur to any person whatsoever and against any claims, demands, costs and/or expenses sustained, incurred or payable by the Employer to the extent that the same arises by reason of any breach of this Agreement or an instruction or any tortious or negligent act or omission on the Contractor's part (and/or any third party to whom the Contractor has subcontracted the performance of the Contractor's obligations or part thereof) in the performance of the Contractor's obligations under and in connection with this Agreement.
6. Nothing in the Contracts (Rights of Third Parties) Act 1999 shall entitle a person who is not a party to this Agreement to enforce any term of the Agreement.
7. For the avoidance of doubt the provisions of this Agreement shall be construed and interpreted according to the laws of England and for the purpose of any steps

to be taken by the Employer to enforce the Contractor's obligations under this Agreement or any of them the Contractor hereby submits to the jurisdiction of the Courts of Law of England.

IN WITNESS whereof the Parties have executed this Agreement under hand on the day and year first above written

**THE COMMON SEAL of THE
DISTRICT COUNCIL OF
FOLKESTONE AND HYTHE
was hereunto affixed in the
presence of:**



Authorised Signatory

..... [Redacted signature area]

FOR AND ON BEHALF OF BELL DECORATING GROUP LIMITED

Director

Signature

Name IN C

**Director/
Company
Secretary**

Signature

Name IN C

[Redacted signature and name area]

APPENDIX 1

CONDITIONS OF CONTRACT

The Form of Contract in respect of the **Provision Of Garage Refurbishment Works** shall be the **JCT Minor Works Building Contract 2016 Edition**

The Employer shall be:

THE DISTRICT COUNCIL OF FOLKESTONE & HYTHE of the Civic Centre,
Castle Hill Avenue, Folkestone, Kent CT20 2QY

The Contractor shall be:

BELL DECORATING GROUP LIMITED (company registration no. SC114142,
whose registered office is at Bell Business Park, Rochsolloch Road, Airdrie,
ML6 9BG

The Contractor shall enter into the Contract with the Employer executed as a Deed

The Recitals, Articles and Contract Particulars shall be construed in accordance with the following:

Recitals

First: The Employer wishes to have the following work carried out:

Refurbishment of garage blocks

at various addresses in the district ("the Works")

Second: the Employer has had the following documents prepared which show and describe the work to be done::

Specification ("the Contract Specification")

Pre Construction Information

Preliminaries

Asbestos Policy

Priority Programme

Price Framework

those documents together with this Agreement, the Conditions, Schedule of Amendments thereto and , if applicable, a Schedule of Rates as referred to in the Third Recital (collectively 'the Contract Documents')^[5] as defined in the Schedule of Amendments are annexed to this Agreement

Third: priced Contract Specification

Articles

Article 1: Contractor's Obligations

The Contractor shall carry out and complete the Works in accordance with the Contract Documents

Article 2: Contract Sum

One Hundred and Nine Thousand, Three Hundred and Eighty Pounds (£109,380.00) ("the Contract Sum")

Article 3: Contract Administrator shall be: [REDACTED]

of The District Council of Folkestone & Hythe

or, if he ceases to be the Contract Administrator, such other person as the Employer shall nominate for that purpose

Article 4: Principal Designer

The Principal Designer for the purposes of the CDM Regulations is the Contract Administrator

Or^[1] _____ [1]

of _____

or such replacement as the Employer at any time appoints to fulfil that role

Article 5: The Principal Contractor for the purposes of the CDM Regulations is the Contractor

or _____

of _____

^[5] It is envisaged that in those cases where there is an applicable BIM or other communications protocol this will be included within one of the Contract Documents identified in the Second Recital

^[1] Under the CDM Regulations 2015, regardless of whether or not a project is notifiable, there is a requirement to appoint a principal designer and a principal contractor in all cases where there is more than one contractor, or if it is reasonably foreseeable that more than one contractor will be working on a project at any time. For these purposes, the term 'contractor' is broadly defined by the regulations and treats the Contractor's sub-contractors as separate contractors

or such replacement as the Employer at any time appoints to fulfil that role

Article 7: Applies

Article 8: Applies

Article 9: The Articles of Agreement and the Conditions shall have effect as modified by the Employer's Schedule of Amendments attached hereto

Contract Particulars

Fourth Recital and Schedule 2 (paragraphs 1.1, 1.2, 1.5, 1.6, 2.1 and 2.2)	Base Date	Base Date: 19 November 2021
Fourth Recital and clause 4.2	Construction Industry Scheme (CIS)	Employer at the Base Date is not a 'contractor' for the purposes of the CIS
Fifth Recital	CDM Regulations^[9]	The project is notifiable
Sixth Recital	Framework Agreement (if applicable) (state date, title and parties)	<hr/> <hr/> <hr/> <hr/>
Seventh Recital and Schedule 3	Supplemental Provisions	
	Collaborative working	Paragraph 1: applies
	Health and Safety	Paragraph 2: applies
	Cost savings and value improvements	Paragraph 3: applies
	Sustainable development and environmental considerations	Paragraph 4: applies
	Performance Indicators and monitoring	Paragraph 5: applies
	Notification and negotiation of disputes	Supplemental Provision 6: applies

^[9] Under the CDM Regulations 2015 a project is notifiable if the construction work on a construction site is scheduled either to last longer than 30 working days and have more than 20 workers working simultaneously at any point in the project or to exceed 500 person days

Where Supplemental Provision 6 applies, the respective nominees of the Parties are

Employer's nominee: [REDACTED]
[REDACTED] of The District Council of Folkestone & Hythe

Contractor's nominee: [REDACTED]
or such replacement as each Party may notify to the other from time to time

Article 7

Arbitration
(if neither entry is deleted, Article 7 and Schedule 1 do not apply)

Article 7 and Schedule 1
(Arbitration) apply

2.2

Works commencement Date :

24 January 2022

2.2

Date for Completion:

23 January 2023 (with the provision to extend by additional periods of 12 months),

2.8

Liquidated Damages

**at the rate of:
£500 per week**

2.10

Rectification Period:
(The period is three months unless a different period is stated)

Three months from date of practical completion

4.3

Interim payments – Interim Valuation Dates^[17] (Unless otherwise stated, the first Interim Valuation Date is one month after the Works commencement date specified in these Particulars (against the reference to clause 2.2) and thereafter at monthly intervals)

The first Interim Valuation Date is

1st February 2022

and thereafter at intervals of 1 month

4.3

^[17] The first Interim Valuation Date should not be more than one month after the Works commencement date and the intervals between Interim valuation Dates should not be more than one month.

^[18] An Insertion is needed here only if the default position is not to apply. If no retention is required, insert '100' in the percentage entries for clause 4.3.

4.3	<p>Payments due prior to practical completion – percentage of total value of work etc. (The percentage is 95 per cent unless a different rate is stated.)</p>	95 Per cent ^[16]
4.3 and 4.8	<p>Payments becoming due on or after practical completion – percentage of the total amount to be paid to the Contractor (The percentage is 97 ½ per cent unless different rate is stated)</p>	97.5 Per cent ^[16]
4.3 and 4.8	<p>Fluctuations provision (Unless another provision or entry is selected, Schedule 2 applies)</p>	no fluctuations provision applies
4.8.1	<p>Percentage addition for Schedule 2 (paragraph 13) if applicable</p> <p>Supply of documentation for computation of amount to be finally certified:</p>	thirty (30) Days from the date of practical completion
5.3.	<p>Contractor's Public Liability Insurance:</p> <p>injury to persons or property – the required level of cover is not less than</p>	£5 million For any one occurrence or series of occurrences arising out of one event

5.4A, 5.4B and 5.4C	Insurance of the Works etc - alternative provisions	Clause 5.4C (Existing structures insurance by Employer in own name)
5.4A and 5.4B	Percentage to cover professional fees (if no other percentage is stated, it shall be 15 per cent)	15%
5.4C	Insurance arrangements – details of the required policy or policies	Are set out in the following document(s)
7.2	Adjudication	The Adjudicator is: Nominating body: The Royal Institution of Chartered Surveyors
Schedule 1 paragraph 2.1 – Arbitration	Appointer of Arbitrator (and of any replacement):	President or a Vice president of: The Royal Institution of Chartered Surveyors

APPENDIX 2

Schedule of Amendments to the JCT Minor Works Building Contract 2016 Edition (Article 9)

SECTION 1 DEFINITIONS AND INTERPRETATION

Clause 1.1 Definitions

Amend the definition of "Joint Names Policy" by inserting the words "and any funder or other third party as the Employer may require" after the word "Contractor" and before the word "as".

Insert the following new Definitions:

"Contract Documents:

- Joint Contracts Tribunal (JCT) Minor Works Building Contract 2016 edition;
- the Employer's Schedule of Amendments to the JCT Minor Works Building Contract 2016 edition;
- the Contractor's Tender Document including:
 - Form of Tender dated 19 November 2021;
 - ITT Response Document
 - Pricing Schedule
 - Specification / Preliminaries etc
 - Forms of Declaration;

Any relevant specified correspondence between the parties"

"Data Protection Legislation - means (i) the Data Protection Act 1998 (DPA 1998), (ii) the General Data Protection Regulation (Regulation (EU) 2016/679) ("GDPR"), Law Enforcement Directive (Directive (EU) 2016/680) ("LED"), (iii) the Data Protection 2018 ("DPA 2018") to the extent that it relates to processing of personal data and privacy and (iv) all applicable Legislation about the processing of personal data and privacy;"

"Environmental Laws - any law statute, statutory instrument or legislation of the European Union having effect in the United Kingdom, or circulars, guidance notes and the like issued by the United Kingdom Government or relevant regulatory agencies relating to the protection or pollution of the environment (within the meaning of the Environmental Protection Act 1990);"

"Hazardous Substances - any substances which are capable of carrying harm to man or any living organisms supported by the environment (within the meaning of the Environmental Protection Act 1990);"

"Proprietary Material - all drawings, details, plans, specifications, schedules, reports, calculations and other work, whether in written or electronic form (and any designs, ideas and concepts contained in them) prepared, conceived or developed by or on behalf of the Contractor in connection with this Contract and/or any Order;"

"TFEU – means the Treaty on the Functioning of the European Union;"

"the Treaties – means the Treaty on European Union and TFEU"

SECTION 2: CARRYING OUT THE WORKS

Contractor's obligations

Delete Clause 2.1.1 and replace with the following new clauses:

"2.1.1A The Contractor shall fully carry out the works using all the reasonable skill, care, expedition and efficiency to be expected of a properly qualified and competent contractor who is experienced in carrying out work of a similar scope, nature and complexity and size to the works.

2.1.1B The Contractor shall work in a proper and workmanlike manner and fully in accordance with the Contract Administrator's instructions, any instructions of the Employer, the Contract Documents and other Statutory Requirements and shall give all notices required by the Statutory Requirements.

2.1.1C The Contractor shall take due account of the terms of any agreements between the Employer and third parties as are from time to time disclosed to him and shall perform his obligations under this Contract in such a manner as not to constitute, cause or contribute to any breach by the Employer of his obligations under such agreements and shall indemnify the Employer in respect of any loss and/or damage which he incurs as a result of any breach by the Contractor of this clause where such loss and/or damage arises under such agreements.

2.1.1D The Contractor shall not use, generate, dispose of or transport to the Works and site any Hazardous Substances otherwise than in accordance with Environmental Laws."

Clause 2.1.2 shall be amended by inserting the following words at the end of the clause:

"To the extent that the quality of materials and goods or standards of workmanship are not prescribed nor stated to be a matter for such opinion or satisfaction, they shall be of a standard appropriate to the relevant work. For the avoidance of doubt the standards of workmanship required pursuant to this clause shall be no less than those set out in British Standard 8000 or any other standard that may be applicable."

After clause 2.1.3 insert new clauses 2.1.4 and 2.1.5 as follows:

"Confidentiality

2.1.4 The Contractor shall be aware of and make it known to all employees agents or sub-contractors that all information in this Contract, or acquired in any way as a result of the performance or carrying out of the Contract is confidential to the Employer. The Contractor or the Contractor's employees or agents or sub-contractors shall not divulge any such information to any other person, other than for the purposes of the performance or carrying out of the Contract except with the written permission of the Employer. The Contractor shall neither dispose nor part with possession of any confidential information or material provided to the Contractor pursuant to this Contract or prepared by the Contractor pursuant to this Contract other than in accordance with the express written instructions of the Employer. The Contractor shall indemnify and keep indemnified the Employer against all actions, claims, demands, proceedings, damages, costs, charges and expenses whatsoever in respect of any breach by the Contractor of this clause.

2.1.5 The Contractor hereby agrees that if the Contractor its employees officers sub-contractors or agents gain access in the course of the performance of this Contract or otherwise to information held by the Employer and consisting of personal data within the meaning of the Data Protection Legislation, such information shall remain confidential and shall not be disclosed to any other person for any reason whatsoever without the express authority of the Employer and the Contractor hereby further agrees and undertakes to indemnify the Employer from all actions arising from any such unauthorised disclosure."

After clause 2.1.5 insert new clause 2.1.6 as follows:

"Modern Slavery

2.1.6 In performing its obligations under this Contract, the Contractor shall and shall ensure that each of its sub-contractors shall comply with the Modern Slavery Act 2015."

Clause 2.5.2 shall be deleted and replaced with the following new clause 2.5.2:

"Provided the Contractor has provided the written notice specified in clause 2.5.1 then it shall not be liable under this Contract if the works carried out do not comply with the Statutory Requirements, but only to the extent that the non-compliance results from the divergence between the Statutory Requirements

and the Contract Documents and/or instructions that the Contractor has previously advised the Employer of in accordance with clause 2.5.1."

Amend clause 2.9 by deleting "3.9.4" at the end of the clause and inserting the words "3.9 in respect of the supply of documents and information".

Clause 2.10 shall be amended by replacing "14 days" with "28 days".

SECTION 3: CONTROL OF THE WORKS

Delete Clause 3.1 in its entirety and replace with the following clause:

"3.1 The Employer may assign or otherwise transfer this Contract or the benefit thereof at any time without the consent of the Contractor. The Contractor hereby consents to the novation of this Contract by the Employer and agrees to enter into such documents as are required to effect such novation. The Contractor shall not assign, novate or otherwise transfer this Contract without the prior written consent of the Employer."

Delete Clause 3.2 in its entirety and replace with the following clause new clause 3.2:

"3.2.1 The Contractor shall appoint a competent Contractor's Representative for the proper administration of this Contract.

3.2.2 The Contractor's Representative shall have suitable and sufficient qualifications and experience to carry out this function and shall be the representative empowered to act on behalf of the Contractor for all purposes connected with the Contract.

3.2.3 The Contractor's Representative shall be the person referred to in the tender documentation or such other person nominated in writing by the Contractor from time to time to act in the name of the Contractor for the purposes of the Contract.

3.2.4 From time to time the Contractor may appoint one or more representatives to act for the Contractor generally or for specified purposes or periods. Immediately any such appointment is made or terminated, the Contractor shall give written notice thereof to the Employer and until such notice is received the Employer shall be under no obligation to comply with any instruction issued by such representative.

3.2.5 Any notice, information, instruction or other communication given to the Contractor's Representative by the Employer shall be deemed to have been given to the Contractor.

Delete Clause 3.3.1 in its entirety and replace with the following clause:

"3.3.1 Except as otherwise may be provided in this Contract the Contractor shall not sub-contract the whole or any part of the Works without the prior written consent of the Employer (which the Employer may in its absolute discretion permit or withhold)."

Renumber clause 3.3.2 as clause 3.3.3 and insert the following new clause 3.3.2:

"3.3.2 In the event of the Employer agreeing to any assignment or sub-contracting such consent shall not relieve the Contractor from any liability or obligation under this Contract and the Contractor shall be responsible for the acts, defaults and negligence of any assignee or sub-contractor, his or its agents, servants or employees."

Clause 3.8 shall be amended by inserting the following sentence at the end of the clause:

"The Contractor shall then ensure that such person is immediately excluded from the site."

New Clause 3.10:

"Access to site

"3.10 The Contract Administrator or their representative shall have at all times access to the Works and site or other places off-site where materials or equipment are being stored or prepared for the Works."

SECTION 4: PAYMENT

Delete clauses 4.4.1, 4.4.2, 4.5.2 and 4.5.3 in their entirety.

Clause 4.8.1 shall be amended by replacing "28" with "30" in the first sentence.

SECTION 5: INJURY, DAMAGE AND INSURANCE

Clause 5.3.2: following the words "of one event" insert the words "with no limit to the number of events".

Insert new clause 5.8 as follows:

"5.8 The Contractor shall ensure, so far as is reasonably practicable, the health, safety and welfare at work of his employees and shall conduct his undertakings in such a way as to ensure that persons other than his employees who may be affected by his operations are not exposed to risks to their health or safety and shall in all respects perform his duties under the Health and Safety at Work, etc Act 1974 and any Health and Safety Regulations made thereunder."

Insert new clause 5.9 as follows:

"5.9 The Contractor shall at all times reasonably prevent any public or private nuisance (including without limitation any such nuisance caused by noxious fumes, noisy working operations or the deposit of any materials or debris on the public highway) or other interference with the rights of any adjoining or neighbouring landowner, tenant or occupier or any statutory undertaker arising out of the provision of the Works or of any obligation pursuant to clause 2.10 and shall defend or, at the Employer's option, assist the Employer in defending any action or proceedings which may arise as a result of any breach by the Contractor of its obligations under this Contract."

SECTION 6: TERMINATION

Insert additional sub-clauses 6.4.1.4 and 6.4.1.5 as follows:

**". 4 fails to comply with clause 5.8 (Health and Safety), or
. 5 fails to comply with any of his obligations including all conditions contained in the Contract Documents"**

Re-number clause 6.4.2 as clause 6.4.3.

Insert new clause 6.4.2 as follows:

"6.4.2.1 Where the Contractor receives notice under Clause 6.4.1 that it has failed to perform the Works in accordance with the Contract Documents, the Employer may, without prejudice to any other remedy it may have:

- (i) request from the Contractor that, at the Contractor's own expense and as specified by the Employer, it reschedules and carries out the Works in a manner satisfactory to the Employer, which may include rectifying completed Works or repeating the provision of any of the Works within such period as the Employer may specify by such written notice; and/or**
- (ii) withhold or reduce payments to the Contractor, as the Employer shall reasonably deem appropriate in each particular case; and/or**
- (iii) request that the Contractor pay or allow to the Employer liquidated damages at the rate stated in the Contract Particulars between the specified date for completion and the actual date of completion; and/or**
- (iv) employ a third party to carry out and complete the Works.**

6.4.2.2 Any expenses incurred which are in addition to the cost of the relevant part of the Works arising as a consequence of suspension of the Works or procuring a third party to do so, shall be recovered in full

from the Contractor, including any administrative costs reasonably incurred by the Employer."

Delete clause 6.6 and replace with the following new clause 6.6:

"6.6 Prevention of Bribery and Corruption

"6.6.1 The Contractor warrants and undertakes to the Employer that:

- .1 it will comply with applicable laws, regulations, codes and sanctions relating to anti-bribery and anti-corruption including but not limited to the Bribery Act 2010 and will not give any fee or reward the receipt of which is an offence under sub-section (2) of Section 117 of the Local Government Act 1972;**
- .2 it will procure that any person who performs or has performed services for or in its behalf ("Associated Person") in connection with this Contract complies with this clause and subject to the JCT Form of Contract to be used;**
- .3 it will not enter into any agreement with any Associated Person in connection with this Contract, unless such agreement contains undertakings on the same terms as contained in this clause and subject to the JCT Form of Contract to be used;**
- .4 it has and will maintain in place effective accounting procedures and internal controls necessary to record all expenditure in connection with the Contract;**
- .5 from time to time at the reasonable request of the Employer it will confirm in writing that it has complied with its undertakings under clauses 6.6.1.1 to 6.6.1.4 and will provide any information reasonably requested by the Employer in support of such compliance;**
- .6 it shall notify the Employer as soon as practicable of any breach of any of the undertakings contained within this clause of which it becomes aware.**

6.6.2 Where the Contractor or Contractor's employees, servants, sub-contractors, suppliers or agents or anyone acting on the Contractor's behalf, engages in conduct prohibited by the Bribery Act 2010 or the Local Government Act 1972 section 117(2) in relation to this or any other contract with the Employer, the Employer has the right to;

- .1 terminate the Contract and recover from the Contractor the amount of any loss suffered by the Employer resulting from the termination, including the cost reasonably incurred by the Employer of making other arrangements for the provision of the Works and any additional**

expenditure incurred by the Employer throughout the remainder of the Contract.

- .2 recover in full from the Contractor any other loss sustained by the Employer in consequence of any breach of this clause, whether or not the Contract has been terminated."

Delete heading of clause 6.7 and replace with new heading "Consequence of termination under clauses 6.4, 6.5 and 6.6"

Insert new Section 8 (TUPE) to the JCT Conditions of Contract as follows:

"Section 8 TUPE

- 8.1 The Contractor accepts and undertakes that when it tendered for (and entered into) this Contract it has taken into consideration the provisions of the European Acquired Rights Directive 77/187 ("Directive") and the Transfer of Undertakings (Protection of Employment) Regulations 2006 ("Regulations") and has considered the application or otherwise of those provisions to this Contract and has taken the appropriate action required under the Directive and/or the Regulations.
- 8.2 Where, in the opinion of the Employer, the Regulations are likely to apply on the termination or expiration of the Contract, the Contractor shall provide such information as the Employer may require in order to comply with the Regulations including, without limitation, such information regarding any Contractor employee who would transfer under the same terms of employment under the Regulations. Such information shall be provided to the Employer within fourteen (14) days of request or as otherwise required by the Regulations.
- 8.3 Where the award of this Contract, or any successor/replacement contract, creates rights under the Regulations, the Contractor shall indemnify the Employer against any transfer costs (including, without limitation, any claims, damages, awards, orders or payments for the Contractor's failure to comply with the Regulations)."

Insert new Section 9 (Freedom of Information) to the JCT Conditions of Contract as follows:

"Section 9 Freedom of Information

- 9.1 The Employer is subject to the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 ("the Acts"). As part of the Employer's duties under the Acts, it may be required to disclose information forming part of the Contract to anyone who makes a request. The Employer has absolute discretion to apply or not to apply any exemptions under the Acts.

- 9.2 The Contractor shall assist and co-operate with the Employer (at the Contractor's expense) to enable the Employer to comply with the information disclosure requirements under the Acts and in so doing will comply with any timescale notified to it by the Employer.
- 9.3 The Contractor acknowledges that the Employer is committed to the Government's transparency agenda requiring the Employer to publish on line items of spend over £500 (five hundred pounds) including actual payments made to the Contractor, the Contractor's tender and the terms of this Contract (excluding commercially sensitive information).
- 9.4 The Contractor acknowledges that the Employer may, acting in accordance with the Secretary of State for Constitutional Affairs Code of Practice on the discharge of public authorities functions under Part 1 of FOIA (issued under section 45 of the FOIA, November 2004) be obliged under the FOIA or the Environmental Information Regulations to disclose information;
- a) without consulting with the Contractor, or
 - b) following consultation with the Contractor and having taken its views into account."

Insert new Section 10 (Data Protection) to the JCT Conditions of Contract as follows:

"Section 10 Data Protection

The Contractor shall (and shall procure that any of its staff involved in the provision of the Works) comply with any requirements under the Data Protection Legislation."

Insert new Section 11 (Equal Opportunities, Unlawful Discrimination and Human Rights) to the JCT Conditions of Contract as follows:

"Section 11 Equal Opportunities, Unlawful Discrimination and Human Rights

- "11.1 The Contractor shall comply with all applicable equalities, inclusion, and diversity legislation, which shall include any law, statute, bye-law, regulation, order, regulatory policy, guidance or code of practice, rule of court or directives or requirements of any regulatory body, delegated or subordinate legislation or notice of any regulatory body ("the Equalities Provisions") now in force or which may be in force in the future and with the Employer's equality and diversity policies as may be amended from time to time, copies of which will be provided by the Employer to the Contractor at the Contractor's written request.

- 11.2 For the avoidance of doubt, the term "Contractor" in this clause 11 shall include the Contractor's employees, agents, representatives and sub-contractors employed in the execution of the Contract.
- 11.3 The Contractor will provide to the Employer such information as the Employer may reasonably request in respect of the impact of equality issues on the operation of the Contract.
- 11.4 If a complaint is made about the acts or omissions of the Contractor in relation to the Equality Provisions, the Contractor may be the subject of an investigation by the Employer. During the course of such an investigation the Contractor shall make all documents the Employer considers to be relevant to the investigation available and co-operate with the investigation. If any breach of the Employer's duties under the Equalities Provisions is found to have occurred due to the acts or omissions of the Contractor, the Contractor shall indemnify the Employer in respect of any loss, damage and/or compensation, fines and costs (including but not limited to legal costs and expenses) which may be suffered by or imposed on the Employer by any court, tribunal or ombudsman.
- 11.5 If requested to do so by the Employer the Contractor shall co-operate with the Employer at the Contractor's expense in connection with any legal proceedings, ombudsman enquiries, arbitration or Court proceedings in which the Employer may become involved arising from any breach of the Employer's duties under the Equalities Provisions due to the alleged acts or omissions of the Contractor.
- 11.6 The Contractor shall carry out the works in a manner which is consistent with the Human Rights Act 1998 as though (for the avoidance of doubt) it is bound by the Act and in such a way that the Employer shall not be liable to any person for a breach of its duties under the said Act and shall indemnify the Employer against any direct or indirect costs expenses damages compensation liabilities or other claims incurred or suffered by the Employer arising from or in relation to a breach or alleged breach of the said Act.
- 11.7 Failure by the Contractor to comply with the provisions of this clause 11 may lead to the termination of this Contract."

Insert new Section 12 (Contractor' Personnel) to the JCT Conditions of Contract as follows:

"Section 12 Contractor's Personnel

- "12.1 The Contractor shall comply with all relevant legislation relating to the Contractor's personnel ("Personnel"), however employed, including (but not limited to) the compliance in law of the ability of the Personnel to work in the United Kingdom.

12.2 The Contractor shall employ sufficient persons to ensure that the Works are carried out in accordance with the Contract. The Personnel engaged in and about the provision of the Works shall be properly and sufficiently qualified, competent, skilled and experienced and the Contractor shall ensure that such Personnel are properly and continuously trained, sufficiently instructed and adequately supervised with regard to the provision of the Works generally and in particular:

- .1 the task or tasks such Personnel have to perform;
- .2 all relevant rules, procedures and statutory requirements concerning health and safety, including the Employer's health and safety policy;
- .3 all other statutory requirements in connection with the Contract

and the Contractor shall indemnify the Employer against all actions, claims, demands, proceedings, damages, costs, charges and expenses whatsoever in respect of any breach by the Contractor of this clause 12.

12.3 The Employer shall be entitled to require the Contractor to remove from the performance and carrying out of the Works any of the Personnel whose behaviour is in the opinion of the Employer negligent, (should it become aware) disruptive, disturbing or likely to cause offence to the Employer or its employees and where the Employer has received a valid complaint.

12.4 The Employer shall in no circumstances be liable either to the Contractor or to any Personnel (including its sub-contractors) removed pursuant to clause 12.3 in respect of any cost, expense, liability, loss or damage occasioned by such removal and the Contractor shall fully indemnify the Employer in respect of any claim or proceedings made or brought against the Employer by such Personnel."

Insert new Section 13 (Safeguarding) to the JCT Conditions of Contract as follows:

"Section 13 Safeguarding

- 13.1 The Contractor shall make arrangements during the provision of any works under this Contract to ensure that the Contractor and its Personnel comply, in all respects, with all relevant legislation and Employer policy in relation to the safeguarding of children and vulnerable adults, which may include enhanced disclosure checking of the Personnel, undertaken through the Disclosure and Barring Service ("DBS") and a check against the adults barred list or the children's barred list as appropriate.
- 13.2 The Contractor shall monitor the level and validity of the checks for each of its Personnel.
- 13.3 The Contractor warrants that at all times for the purposes of this Contract, it has no reason to believe that any person who is or will be

employed or engaged by the Contractor in the provision of the Works is barred from the activity in accordance with the provisions of the Safeguarding Vulnerable Groups Act 2006 and any regulations made thereunder, as amended from time to time.”

Insert new Section 14 (Asbestos) to the JCT Conditions of Contract as follows:

“Section 14 Asbestos

- 14.1 Where any works under this Contract involves the use and handling of asbestos, the Contractor shall, at all times, comply with the provisions of the Control of Asbestos Regulations 2012 and any other relevant legislation, codes of practice and guidelines in respect of asbestos.
- 14.2 Where incidental asbestos is discovered or suspected at any of the Employer’s premises or sites, the Contractor shall notify the Contract Administrator immediately. The Contract Administrator will advise the Contractor by further instruction.
- 14.3 Where no asbestos survey has been conducted, the Employer may require the Contractor to arrange a survey and provide the Employer with the results of the survey as soon as is reasonably possible.
- 14.4 In order that the Employer’s asbestos register may be updated, the Contractor shall promptly notify the Employer in writing of any new asbestos materials discovered, or any asbestos materials found to have become seriously damaged and of any asbestos materials wholly removed from the property.
- 14.5 It is a condition of this Contract that all of the Contractor’s Personnel, which shall include all of the Contractor’s employees, agents, representatives and sub-contractors engaged in the provision of the Works, are required to have undertaken asbestos awareness/identification training prior to commencing work at any of the Employer’s properties. The Contractor shall provide the Employer with written evidence of such training prior to commencing the Works and such written evidence must be held in the Contractor’s office for inspection by the Employer at all times. If it is determined that a member of the Contractor’s Personnel has not undertaken such asbestos awareness/identification training, then that person shall be removed from the provision of the Works immediately.
- 14.6 The Contractor shall indemnify the Employer against any expense, liability, loss, claim or proceedings etc., in respect of personal injury to any person whomsoever and the contraction of any industrial disease as a result of exposure to asbestos during the course of the work within this Contract will be deemed to be covered by that condition.”

Insert new Section 15 (Additional Employer’s Requirements) to the JCT Conditions of Contract as follows:

"Section 15 Additional Employer's Requirements

- 15.1** In the event of any inconsistencies or any ambiguity between the Articles of Agreement, Conditions and this Schedule of Amendments, the Parties agree that the Schedule of Amendments shall take precedence over the Articles of Agreement and Conditions whilst the Articles of Agreement shall take precedent over the Conditions.
- 15.2** The Contractor shall ensure that it has policies or codes of conduct in relation to:
- equality and diversity policies
 - sustainability
 - information security rules
 - whistleblowing and/or confidential reporting policies.
- 15.3** The Contractor shall keep and maintain until 6 years after the Contract has been completed, or as long a period as may be agreed between the Parties, full and accurate records of the agreement including:
- (a) the works provided under it;
 - (b) all expenditure reimbursed by the Employer;
 - (c) all payments made by the Employer
- and the Contractor shall on request afford the Employer or the Employer's representatives with such access to those records as may be required in connection with this Contract.
- 15.4** The Contractor shall co-operate fully with any enquiry or investigation made by the Employer's internal or external auditors, or any other quality or performance inspectors, that in any way concerns this Contract or any sums claimed or charged in relation to this Contract. The Employer may use information given by the Contractor in connection with this Contract to prevent and detect fraud and money-laundering; it may also share this information, for the same purpose, with other organizations that handle public funds. The Contractor shall take all necessary action to prevent money laundering. Where the Employer deems that the Contractor has been involved in money laundering it will take whatever measures appropriate to prevent this and report such action to the relevant authorities. The discovery of fraud and/or money laundering shall be grounds for termination of the Contractor's employment.
- 15.5** The Contractor shall comply with any Employer policies affecting the Contract and shall if requested provide the Employer with any relevant information required in connection with any legal inquiry, arbitration or court proceedings in which the Employer may become involved or any relevant disciplinary hearing internal to the Employer and shall give evidence in such inquiries or proceedings or hearings arising out of the Contract. The Contractor shall co-operate fully with the Commissioner for Local Administration in England (the Local Government

Ombudsman) in any investigation by him of any complaint relating to the Contract and in enquiries by any of the Employer's Committees. From time to time, the Employer may require the Contractor to provide reports to, or be involved in discussions with, elected members. The Contractor shall comply with the Employer's reasonable requirements and shall not be entitled to any additional payment in respect thereof save to the extent such costs are incurred as a result of a default on the part of the Employer.

- 15.6 The Contractor shall, upon becoming aware of anything in connection with the Contract that is likely to give rise to legal inquiry or litigation, forthwith notify the Contract Administrator, giving such details as are available.
- 15.7 The Contractor shall deal with any complaints about its performance of the Contract, received from whatever source, in a prompt, courteous and efficient manner. The Contractor shall set up an internal process for dealing with complaints and shall keep a written record of all complaints received and of the action taken in relation to such complaints. The Contractor shall inform the Contract Administrator in writing of all complaints received and of all steps taken, and shall permit its record of complaints to be inspected by the Contract Administrator (or any other person nominated by him) at all reasonable times on reasonable notice.
- 15.8 The Contractor and its Personnel shall not speak to the press or broadcasting media about any matters connected with the Contract without the prior written consent of the Contract Administrator. If the Contractor intends to advertise its provision of the Works to the Employer, it shall obtain approval of the Employer before doing so as to the content of such advertisement.
- 15.9 The Contractor should note that it is of the utmost importance that their employees and sub contract employees carry with them at all times their company's identification card to produce when challenged by the Employer's staff or council residents.
- 15.10 Where under the Contract any sum of money shall be recoverable from or payable by the Contractor, the same may be deducted from any sum item due or which at any time thereafter may become due to the Contractor under the Contract or under any other similar construction contract with the Employer.
- 15.11 The Contractor shall be deemed to have obtained information on all matters affecting the execution of the works. No claim arising from errors or omissions will be considered.
- 15.12 The Contractor shall comply with all Standing Orders of the Employer in so far as they are applicable to the execution of the Works. It is the responsibility of the Contractor to determine the nature and extent of

such Standing Orders for lack of knowledge will not constitute grounds for non-compliance. A copy will be available for inspection on request.

- 15.13 The Contractor shall comply with all statutory requirements to be observed and performed in connection with the Contract and shall indemnify the Employer against all actions, claims, demands, proceedings, damages, costs, charges and expenses whatsoever in respect of any breach by the Contractor of this clause 15.

Insert new Section 16 to the JCT Conditions of Contract as follows:

- "16.1 At the exclusive discretion of the Employer, when the Contractor is a subsidiary of another company it shall procure that its ultimate holding company (or, at the Employer's complete discretion, such other company within the Contractor's group as the Employer shall require) shall provide a parent company guarantee in favour of the Employer in respect of the Contractor's obligations under the Contract executed as a deed in the form set out in Appendix 1. The guarantee must be in place before the Contract commences.
- 16.2 At the exclusive discretion of the Employer, where the Contractor does not have a parent company or where the parent company is not approved by the Employer, the Contractor shall enter into a contract guarantee bond, in the form set out in Appendix 2, by which they shall be jointly and severally bound to the Employer in a sum equivalent to 10% of the total contract value/annual price conditioned for the due fulfilment of the terms and conditions of the Contract. The surety shall be either an insurance company or bank whose registered office is situated in England. The bondsman is to be approved by the Employer. The bond must be in place before the Contract commences."

SPECIFICATION

Garage Refurbishment Works

Appendix A

Introduction

Folkestone & Hythe District is situated on the East Kent coast approximately 75 miles from London, covering an area of approximately 363 sq. kilometres. The main population of the District is split across four major urban areas. Folkestone is the largest town in the District, Hythe the second largest and then New Romney and Lydd. The remainder of the population is spread across a number of rural settlements and villages. The rural landscape is diverse – the District's Hillier northern parishes falling predominately within the Kent Downs Area of Outstanding Natural Beauty and the southern parishes forming the Romney Marsh which is bordered by a Saxon Way coast line.

The District is administered by the Council and within its boundaries is a total of about 800 garages at various sites around the district.

Scope of Works

The scope of the Works under this Contract comprises the following:

- Repairing/replacing garage doors
- Repairing/replacing garage frame doors.
- Cleaning out RWGs and surface/forecourt drains
- Repairing/replacing garage roofs
- Repairing/resurfacing garage forecourts.
- Decorating garages/doors/frames
- Concrete/render/brickwork repairs

Orders will be placed throughout the Contract Period for Works to individual Properties. Properties are likely to be occupied by Customers of the Client whilst the Works are undertaken. Works may take place to any or all of the Properties.

The Client expects the same high levels of satisfaction with the Works to be enjoyed across all ethnic groups. This will be the subject of regular review throughout the Contract Period and action will be required where necessary.

The Contract is to maintain all Properties owned or managed by the Client. This includes the Properties of any other organisation that the Client manages now or in the future and any additional Properties the Client subsequently acquires by development, stock transfer or purchase.

SoR Price Adjustment Summary - subject to Contractor's % Adjustment

Your tender will be evaluated on the estimated programme value for Year 1 based on your adjustments to the SoRs and the budgets for Year 1

E.G. if the % adjustment to all SoRs is 0%, you will be evaluated on a cost of £150,000

This is for evaluation purposes only and not indicative of the value of work that will be instructed under the contract.

SoR Works Element	Contractor's % Adjustment	Budget Portion (%)	Year 1 Budget Portions (£)	Year 2 Budget Portions (£)	Yr 1 Budget with Contractor's Adj	Yr 2 Budget with Contractor's Adj	2-year total with Contractor's Adj
Groundworks		20%	£24,000.00	£16,000.00			
Fencing		5%	£6,000.00	£4,000.00			
Drainage		3%	£3,600.00	£2,400.00			
Brickwork		5%	£6,000.00	£4,000.00			
Roofing		15%	£18,000.00	£12,000.00			
Carpentry		25%	£30,000.00	£20,000.00			
Decoration		15%	£18,000.00	£12,000.00			
Clearance		2%	£2,400.00	£1,600.00			
Rainwater Goods		5%	£6,000.00	£4,000.00			
Total Score					£102,480.00	£68,320.00	£170,800.00

Non-SoR Price Adjustment Summary

Your tender will be evaluated on the estimated programme for Year 1 based on your rates

This is for evaluation purposes only and not indicative of the value of work that will be instructed under the contract.

Non-SOR Elements	Contractor's % Adjustment	Budget Portion (%)	Year 1 Budget Portions (£)	Year 2 Budget Portions (£)	Yr 1 Estimate	Yr 2 Estimate	2-year total with Contractor's Adj
NSI	15.0%	5.0%	£6,000.00	£4,000.00	£6,900.00	£4,600.00	£11,500.00
Total Score					£6,900.00	£4,600.00	£11,500.00

Grand Total - SOR and Non-SOR

Grand Total	£109,380.00	£72,920.00	£182,300.00
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Indicative budgets for the 2021/22 programme:

NB: The level of budget will vary as the programme progresses as adjustments will need to be made for the proportion of repairs and maintenance as well as adjustments to complete all of the programme within the three year programme.

The budgets for each financial year include a 12% Provisional Sum allowance for the CoW qualitative provision.

Suppliers are to assume a potential variance to the budgets of 30% plus or minus.

2021/22	2022/23
£120,000	£80,000

GROUNDWORKS

Contractor to enter percentage (%) adjustment to the SoR costs (Column L) here:

Column N will calculate to display your charge rate

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
001101	R	KERB:LAY NEW 127X254MM PCC KERB	LM	£34.53		Kerb:Excavate, remove spoil, later backfill level, compact bottoms, supply and lay 127x254mm pcc kerb, straight or curved, including concrete bed and haunch, pointing, formwork make good.
001103	R	KERB:RENEW 127X254MM PCC KERB	LM	£26.02		Kerb:Renew pcc kerb, straight or curved, take up existing including haunching, remove spoil, clean bed, supply and lay new 127x254mm pcc kerb haunch pointing, formwork and make good to finishes.
001105	R	KERB:REBED ANY TYPE OF PCC KERB	LM	£21.27		Kerb:Rebed 127x254mm pcc kerb, straight or curved take up existing kerb and haunch, clean up bed, rebed and haunch existing kerb to both sides, pointing, formwork and make good to finishes.
001301	R	CHANNEL:RENEW NE 250X125MM	LM	£25.88		Channel:Renew pcc channel, take up existing complete, remove spoil, clean up existing bed, supply, lay new up to 250x125mm pcc channel and haunch both sides, pointing, formwork, make good.
001303	R	CHANNEL:REBED NE 250X125MM	LM	£21.27		Channel:Rebed pcc channel, take up channel and haunching, remove spoil, clean up existing bed, clean, relay up to 250x125mm pcc channel, haunch both sides, pointing, formwork make good.
001501	R	EDGING:LAY 50X152MM PCC EDGING	LM	£26.19		Edging:Excavate, remove spoil, backfill, level, compact excavations lay concrete bed 200x100mm, lay 50x152mm pcc edging, straight or curved, haunch to both sides, point, formwork, make good.
001503	R	EDGING:RENEW 50X152MM PCC EDGING	LM	£19.11		Edging:Renew pcc edging, straight or curved, take up existing edging complete, remove spoil, clean concrete bed, bed up to 50x152mm pcc edging, haunch both sides, point, formwork, make good.
001505	R	EDGING:REBED STRAIGHT AND CURVED PCC EDGING	LM	£16.51		Edging:Rebed any straight or curved pcc edging, take up existing edging and haunching, remove spoil, clean up concrete bed and edging, relay and haunch both sides, point, formwork, make good.
001507	R	EDGING:RENEW 25X150MM TIMBER	LM	£7.76		Edging:Renew or supply new 25x150mm tanalised softwood edging board including 50x50x600mm long tanalised pegs at 900mm centres driven firmly into ground including all excavation and make good.
003003	R	PATH:EXCAVATE LAY NE 100MM CONCRETE BED	SM	£71.32		Path:Excavate 250mm below finished level remove spoil, level and compact bottoms, 150mm hardcore bed, blinded, ne 100mm concrete trowelled smooth, dishing to gullies and the like and all formwork
003007	R	PATH:RENEW NE 100MM CONCRETE BED AND SUB-BASE	SM	£82.26		Path:Renew concrete path, break up concrete, excavate, remove spoil, fill soft spots, level and compact, 150mm hardcore bed, blinded, ne 100mm concrete trowelled smooth, all labours, formwork
003009	R	FINISH:EXTRA FOR NON-SLIP FINISH TO PATH	SM	£3.97		Finish:Extra for non-slip surface to concrete, carborundum grains at the rate of 1kg per sm.
003011	R	PATH:REMOVE AND INFILL WITH TOPSOIL	SM	£51.69		Path:Break up and remove any thickness existing path and bed under and remove from site, import topsoil and deposit to make up levels and grade to suit existing contours.

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
005001	R	MACADAM:EXCAVATE AND LAY 70MM PAVING	SM	£49.45		Macadam:Excavate 145mm below finished level, remove spoil, level and compact bottoms, fill in layers, 75mm crusher run stone blinding, 50mm base macadam and 20mm wearing macadam, all labours.
005003	R	MACADAM:RENEW 70MM PAVING	SM	£53.82		Macadam:Renew macadam, break out up to 145mm, remove spoil, fill soft spots, level and compact bottoms, fill in layers, 75mm stone, 50mm base macadam, 20mm wearing course macadam, all labours.
007001	R	FLAG:EXCAVATE AND LAY NEW PRECAST CONCRETE	SM	£55.95		Flag:Excavate 150mm below finished level, remove spoil lay 75mm stone blinding, lay 50mm standard size pcc paving flags on 25mm bed of cement mortar (1:4) point up joints and all labours.
007005	R	FLAG:LIFT AND REBED SINGLE PCC PAVING	NO	£8.56		Flag:Lift any size existing precast concrete paving flag, fill and compact hardcore to soft spots and rebed existing flag on 25mm bed of cement mortar (1:4) and point up joints.
007007	R	FLAGS:LIFT AND REBED PCC PAVING	SM	£23.26		Flag:Lift any size existing precast concrete paving flag, fill and compact hardcore to soft spots and rebed existing flags on 25mm bed of cement mortar (1:4) and point up joints.
007009	R	FLAG:RENEW SINGLE PCC PAVING	NO	£12.54		Flag:Lift remnants of existing 50mm standard size pcc paving flag, remove spoil, fill and compact hardcore to soft spots, lay new flag on 25mm mortar (1:4), point up joints and all labours.
007011	R	FLAGS:RENEW PCC PAVING	SM	£36.50		Flag:Lift remnants of existing 50mm standard size pcc paving flags, remove spoil, fill and compact hardcore to soft spots, lay new flags on 25mm mortar (1:4), point up joints and all labours.
007019	R	FLAG:REPOINT PCC PAVING	SM	£10.56		Flag:Repoint pcc paving, rake out joints, repoint with cement mortar (1:4).
007021	R	FLAG:FILLET POINT JOINT TO WALL	LM	£2.33		Flag:Rake out existing and or fillet point in cement mortar (1:4), joint between edges of paving and wall and abutment.
009001	R	PAVING:REBED BRICK PAVING-MORTAR OR SAND	SM	£79.11		Paving:Take up loose brick paving, set aside, make up levels and soft spots, clean bed and bricks, relay brick paving, joint and point in cement mortar (1:4) or joint filling sand, all bonding.
009005	R	PAVING:RENEW BRICK PAVING-MORTAR OR SAND	SM	£87.16		Paving:Renew brick paving, take up and remove spoil, fill and compact hardcore to soft spots and lay new paving on 25mm bed of mortar (1:4) , or 50mm sand bed, all pointing, bonding and labours.
009009	R	PAVING:LAY NEW BRICK PAVING-MORTAR OR SAND	SM	£103.11		Paving:Supply and lay new brick paving including excavate to level, lay 100mm hardcore bed and new paving on 25mm bed of cement mortar (1:4) or 50mm sand bed, all pointing and cutting and bonding.
009013	R	PAVING:RENEW GRAVEL PAVING 30MM	SM	£7.01		Paving:Renew gravel paving to paths and driveways ne 30mm thick including take up and clear away existing, supply, spread and level washed gravel to existing surfaces.
011001	R	PAVING:TEMPORARY CONCRETE REPAIR	IT	£33.07		Paving:Break out existing defective paving of any type if necessary ne 100mm thick and clear away, fill in void with lean mix concrete ensuring flush edges to existing finishes in areas ne 1.00sm.
011101	R	HARDCORE:ADDITIONAL SUB-BASE OR BED NE 150	SM	£30.53		Hardcore:Extra for additional hardcore sub-base or bed ne 150mm thick laid under any type of paving excavate, remove spoil, level, compact bottoms, clear spoil (to be specifically ordered by CA).

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
013001	R	STEP:FORM OR RENEW STEP IN CONCRETE PAVING	IT	£38.93		Step:Form or renew step up to 1000x300x00mm in concrete paving including all necessary excavation, hardcore, extra concrete, formwork, surfaces trowelled smooth, make good, remove spoil.
013005	R	STEP:FORM OR RENEW PCC STEP IN PAVING	IT	£45.60		Step:Form or renew step in pcc paving up to 1000x300x200mm including all extra excavation, hardcore, blinding bed pcc flags to steps and risers on 25mm mortar bed, all cutting, make good, remove spoil
013009	R	STEP:FORM BRICK-ON-EDGE STEP	LM	£20.24		Step:Form step with approved brick-on-edge, bedded and pointed in cement mortar (1:4).
013011	R	STEP:REPAIR DAMAGED CONCRETE	IT	£19.68		Step:Cut out damaged section and repair step as necessary with concrete (1:1:5:3) or cement and sand polymer enhanced cementitious mortar including formwork and trowel finish.
013013	R	STEP:REFIX AND BED LOOSE STEP	IT	£7.42		Step:Rebed loose precast concrete step or loose bricks to brick step including remove existing, clean off as necessary and rebed in cement mortar (1:4) (per step).
013015	R	RAMP:CONSTRUCT CONCRETE RAMP	LM	£100.82		Ramp:Construct insitu concrete ramp average 150mm thick, ne 1.5m wide 100mm high kerbs both sides, laid to 1:12 gradient, pinked finish including all excavation, hardcore, reinforcement and formwork.

FENCING

Contractor to enter percentage (%) adjustment to the SoR costs (Column L) here:

Column N will calculate to display your charge rate

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
017110	R	FENCING:RENEW 1.2M BOARD PCC POST GRAVEL BOARD	LM	£86.16		Fencing:Renew or provide new 1.05m timber vertical board fencing, take down existing, remove spoil set pcc posts at ne 1.80m centres, two rails fixed to posts, vertical boards, pcc gravel board.
017111	R	FENCING:RENEW 1.2M CLOSE BOARD TIMBER POST	LM	£80.89		Fencing:Renew or provide new 1.05m timber vertical board fencing, take down existing, remove spoil set timber posts at ne 1.80 centres, two rails fixed to posts vertical boards gravel board.
017113	R	FENCING:RENEW 1.8M BOARD PCC OR TIMBER POST	LM	£122.63		Fencing:Renew or provide new 1.65m timber vertical board fencing, take down existing, remove spoil set timber or pcc posts at ne 1.80 centres, two rails fixed to posts vertical boards gravel board.
017114	R	FENCING:RENEW 1.8M BOARD PCC POST GRAVEL BOARD	LM	£123.91		Fencing:Renew or provide new 1.65m timber vertical board fencing, take down existing, remove spoil set pcc posts at ne 1.80m centres, two rails fixed to posts, vertical boards, gravel board
017117	R	FENCING:RENEW SOFTWOOD RAIL	NO	£23.91		Fencing:Renew 69x44mm softwood rail ne 2.00m long bolted to concrete or timber post, carefully remove vertical boards, renew rail, renail existing vertical boards remove spoil.
017119	R	FENCING:RENEW 2ND AND 3RD RAIL	NO	£7.71		Fencing:Renew second or third 69x44mm softwood rail ne 2.00m long, whilst vertical boards removed, remove spoil.
017121	R	FENCING:RENEW VERTICAL BOARD 1.05M	NO	£5.44		Fencing:Renew 144x20mm softwood vertical board 1.05m high, remove spoil.
017122	R	FENCING:RENEW RUN OF VERTICAL BOARDS 1.05M	LM	£53.40		Fencing:Renew 144x20mm softwood vertical boarding 1.05m high to closeboarded fence high complete with fixing, wire clipped to boards, remove spoil.
017123	R	FENCING:RENEW VERTICAL BOARD 1.675M	NO	£7.29		Fencing:Renew 144x20mm softwood vertical board 1.65m high, remove spoil.
017124	R	FENCING:RENEW RUN OF VERTICAL BOARDS 1.675M	LM	£70.06		Fencing:Renew 144x20mm softwood vertical boarding 1.65m high to closeboarded fence high complete with fixing, wire clipped to boards, remove spoil.
017125	R	FENCING:REMOVE BOARD FENCE	LM	£9.27		Fencing:Take down and remove any height vertical board fence with concrete and or timber posts set in concrete, softwood rails, gravel board and vertical boards, remove spoil, fill post holes
017127	R	FENCING:RENEW TIMBER GRAVEL BOARD	NO	£15.53		Fencing:Renew or supply and fix new 25x150mm tanalised gravel board and centre prop, remove existing, excavate, cut, trim existing fence boards as necessary, fix board, remove spoil.
017128	R	FENCING:RENEW PCC GRAVEL BOARD	NO	£17.13		Fencing:Renew or supply and fix new ne 50x225mm pcc gravel board and centre prop, remove existing, excavate as necessary, cut and or trim existing fence boards as necessary, fix board remove spoil.
017201	R	FENCING:RENEW CHESTNUT NE 1.5M AND POSTS	LM	£18.25		Fencing:Renew chestnut pale fencing ne 1.50m high take down existing, remove spoil, renew 60mm dia chestnut posts at 2.22m centres and chestnut pales at 75mm centres, with galvanised straining wire.
017205	R	FENCING:RENEW CHESTNUT NE 1.5M	LM	£12.97		Fencing:Renew existing pales and wire on existing posts by carefully removing and remove from site renew with chestnut pales ne 1.50m high at 75mm centres fixed with galvanised straining wire.
017209	R	FENCING:REMOVE DAMAGED CHESTNUT	LM	£8.75		Fencing:Remove damaged chestnut pale fencing and remove from site to approved tip.

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
017211	R	FENCING:RENEW INDIVIDUAL CHESTNUT PALE	NO	£6.22		Fencing:Renew cleft chestnut pale to fence including remove existing and clear away and fix new to match existing.
017213	R	FENCING:LINE WIRE SUPPORT	LM	£2.85		Fencing:Renew or fix new galvanised or pvc coated line wire to support chestnut pale fence, fix wire to posts and fencing with galvanised staples and ties, remove, refix fencing as necessary.
017215	R	FENCING:RENEW 75MM STRAIN POST	NO	£15.15		Fencing:Renew 75mm timber sweet chestnut straining post 1.60m long to chestnut pale fencing including connecting bolt strainers.
017301	R	FENCING:RENEW 1.8M HIGH PANEL	NO	£52.53		Fencing:Renew any interwoven or overlap fence panel ne 1.80x1.80m fixed with galvanised metal support brackets to existing posts, remove and dismantle existing and remove spoil.
017302	R	FENCING:RENEW 1.2M HIGH PANEL	NO	£50.19		Fencing:Renew any interwoven or overlap fence panel ne 1.80x1.20m fixed with galvanised metal support brackets to existing posts, remove and dismantle existing and remove spoil.
017303	R	FENCING:ERECT 1.8M HIGH PANEL WITH TIMBER POSTS	LM	£59.63		Fencing:Erect 1.80m high interwoven or overlap panel fencing complete with panels fixed to 75x75mm posts, capping, gravel board, excavation, concrete, backfill, remove spoil, reinstatement.
017304	R	FENCING:ERECT 1.2M HIGH PANEL WITH TIMBER POSTS	LM	£54.11		Fencing:Erect 1.20m high interwoven or overlap panel fencing complete with panels fixed to 75x75mm posts, capping, gravel board, excavation, concrete, backfill, remove spoil, reinstatement.
017305	R	FENCING:ERECT 1.8M HIGH PANEL WITH PCC POSTS	LM	£65.67		Fencing:Erect 1.80m high interwoven or overlap panel fencing with panels fixed to 100x100mm pcc posts, gravel board, capping, excavation concrete, backfill, remove spoil, reinstatement.
017306	R	FENCING:ERECT 1.2M HIGH PANEL WITH PCC POSTS	LM	£59.48		Fencing:Erect 1.20m high interwoven or overlap panel fencing with panels fixed to 100x100mm pcc posts, gravel board, capping, excavation concrete, backfill, remove spoil, reinstatement.
017307	R	FENCING:REMOVE PANEL FENCE COMPLETE	LM	£7.96		Fencing:Remove any panel fencing complete including timber or concrete posts, gravel boards etc, remove spoil, fill post holes with top soil and reinstate paths and gardens.
017308	R	FENCING:RENEW 1.2M WIDE PANEL	NO	£50.19		Fencing:Renew any interwoven or overlap fence panel ne 1.20x1.80m fixed with galvanised metal support brackets to existing posts, remove and dismantle existing and remove spoil.
017314	R	FENCING:RENEW 0.9M HIGH PANEL	NO	£48.00		Fencing:Renew any interwoven or overlap fence panel ne 1.80x0.90m fixed with galvanised metal support brackets to existing posts, remove and dismantle existing and remove spoil.
017316	R	FENCING:ERECT 0.9M HIGH PANEL WITH TIMBER POSTS	LM	£48.51		Fencing:Erect 0.90m high interwoven or overlap panel fencing complete with panels fixed to 75x75mm posts, capping, gravel board, excavation, concrete, backfill, remove spoil, reinstatement.
017318	R	FENCING:ERECT 0.9M HIGH PANEL WITH PCC POSTS	LM	£53.57		Fencing:Erect 0.90m high interwoven or overlap panel fencing with panels fixed to 100x100mm pcc posts, gravel board, capping, excavation concrete, backfill, remove spoil, reinstatement.
017401	R	FENCING:ERECT CHAINLINK FENCE AND POSTS 1.2M	LM	£41.78		Fencing:Erect new chainlink fencing 1.20m high with pcc posts cast into concrete, three 2.5mm dia galvanised mild steel line wires and galvanised or plastic coated steel chainlink fencing complete.

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
017403	R	FENCING:ERECT CHAINLINK FENCE AND POSTS 1.8M	LM	£47.39		Fencing:Erect new chainlink fencing 1.80m high with pcc posts cast into concrete, three 2.5mm dia galvanised mild steel line wires and galvanised or plastic coated steel chainlink fencing complete.
017405	R	FENCING:RENEW CHAINLINK ON EXISTING POSTS 1.2M	LM	£13.02		Fencing:Renew chainlink fencing 1.20m high to existing posts, remove spoil, fix new galvanised or plastic coated steel chainlink fencing, three galvanised line wires, all fittings ties etc.
017407	R	FENCING:RENEW CHAINLINK ON EXISTING POSTS 1.8M	LM	£15.12		Fencing:Renew chainlink fencing 1.80m high to existing posts, remove spoil, fix new galvanised or plastic coated steel chainlink fencing, three galvanised line wires, all fittings ties etc.
017409	R	FENCING:REMOVE CHAINLINK COMPLETE	LM	£7.96		Fencing:Remove any height chainlink fencing complete with concrete posts and remove spoil, fill holes with topsoil and reinstate paving and gardens as necessary.
017411	R	FENCING:RESECURE LOOSE CHAINLINK FENCE	LM	£1.46		Fencing:Resecure any height loose chainlink fencing including tightening straining wires as necessary.
017501	R	FENCING:RENEW GARDEN RAIL 0.575M HIGH	LM	£33.10		Fencing:Renew with or supply and fix 575mm high timber garden rail fencing with 50x225mm rail bolted to 75x75mmx0.90m timber posts set in concrete bases at ne 2.00m centres complete.
017503	R	FENCING:REMOVE GARDEN RAIL 0.575M HIGH	LM	£5.77		Fencing:Remove 575mm high garden rail fencing including posts and remove spoil, including fill in post holes with top soil and reinstate paving, gardens and the like as necessary.
017601	R	FENCING:RENEW HIT AND MISS 1.35M HIGH	LM	£49.07		Fencing:Renew with or supply and fix timber hit and miss fence 1.35m high, 100x100mm posts at ne 1.80m centres, 100x50mm rails, 100x25mm pales, excavation, concrete, backfill, remove spoil etc.
017603	R	FENCING:RENEW HIT AND MISS 1.8M HIGH	LM	£56.40		Fencing:Renew with or supply and fix timber hit and miss fence 1.80m high, 100x100mm posts at ne 1.80m centres, 100x50mm rails, 100x25mm pales, excavation, concrete, backfill, remove spoil etc.
017604	R	FENCING:RENEW HORIZONTAL HIT AND MISS 1.8M HIGH	LM	£65.12		Fencing:Renew with or supply and fix timber horiz. hit and miss fence 1.80m high, 100x100mm posts at ne 1.20m centres, 100x50mm pales, 150x25mm rails excavation, concrete, backfill etc.
017605	R	FENCING:RENEW PALISADE 1.35M HIGH	LM	£54.01		Fencing:Renew with or supply and fix timber palisade fence 1.35m high, with 100x100mm posts at ne 1.80m centres, 100x50mm rails, 75mm pales at 125mm centres excavation, concrete, backfill etc.
017607	R	FENCING:RENEW PALISADE 1.8M HIGH	LM	£62.86		Fencing:Renew with or supply and fix timber palisade fence 1.80m high, with 100x100mm posts at ne 1.80m centres, 100x50mm rails, 75mm pales at 125mm centres excavation, concrete, backfill etc.
017609	R	FENCING:REMOVE HIT AND MISS	LM	£10.15		Fencing:Remove any softwood hit and miss type of fencing including posts and remove spoil, fill post holes with top soil and reinstate paving and gardens as necessary.
017611	R	FENCING:REMOVE PALISADE	LM	£11.28		Fencing:Remove any palisade type of fencing including posts and remove spoil, fill post holes with top soil and reinstate paving and gardens as necessary.
017651	R	FENCING:RENEW POST AND 2 RAIL	LM	£38.76		Fencing:Renew with or supply and fix timber post and two rail fence, with 75x125mm posts at ne 1.80m centres, 100x38mm rails, excavation, concrete, backfill, remove spoil, reinstatement.

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
017653	R	FENCING:RENEW POST AND 3 RAIL	LM	£42.91		Fencing:Renew with or supply and fix timber post and three rail fence, with 75x125mm posts at ne 1.80m centres, 100x38mm rails, excavation, concrete, backfill, remove spoil, reinstatement.
017701	R	FENCING:REMOVE PCC POST AND SLAB	LM	£10.15		Fencing:Remove pcc post and slab fencing 1.20m high and remove spoil, fill post holes with top soil and reinstate paving gardens and the like as necessary.
017801	U	FENCING:MAKE SAFE FENCING	LM	£14.58		Fencing:Make safe any unstable fence and or gate including but not limited to resecure and or refix fencing, brace and or reset and or refix post, rehang gate or resecure.
017803	R	FENCING:RENEW TIMBER PALE AND LAG	NO	£7.02		Fencing:Renew any type of fencing pale or lag with ne 25x150mm tanalised timber including all labours.
017805	R	FENCING:REFIX TIMBER PALE AND LAG	NO	£2.33		Fencing:Refix any type of fencing pale or lag including remove and refix as necessary.
017807	R	FENCING:FIX GALVANISED REPAIR BRACKET	NO	£7.36		Fencing:Supply and fix galvanised repair bracket to rail and post including all cutting and fitting to suit.
017901	R	FENCING:ERECT POST AND WIRE 1.2M	LM	£25.91		Fencing:Erect post and wire fencing 1.20m high with 100x100 pcc posts with three 2.5mm diameter galvanised mild or plastic coated steel line wires including all fittings, ties etc. complete
017903	R	FENCING:RENEW WIRES TO EXISTING POSTS 1.2M	LM	£5.77		Fencing:Renew wire fencing 1.20m high on existing posts, remove old, supply and fix three new galvanised or plastic coated steel 2.50mm diameter line wires and all fittings, ties etc.
017905	R	FENCING:RENEW OR FIX LINE WIRE	LM	£2.06		Fencing:Renew or fix new galvanised or pvc coated line wire to post and wire fence, fix wire to posts including remove and refix fencing as found expedient (measured per run of line wire).
019001	R	FENCE POST:EXCAVATE REMOVE AND MAKE GOOD	NO	£9.09		Fence Post:Excavate and remove remnants of damaged post with earth or concrete surround, fill hole with top soil, remove spoil, reinstate paving, gardens and the like.
019003	R	FENCE POST:REFIX LOOSE POST	NO	£10.20		Fence Post:Refix any type of loose post including reset any post set in earth or concrete without removing and refixing any post fixed to brickwork, concrete and make good.
019005	R	FENCE POST:RENEW TIMBER TO HARDCORE OR CONCRETE	NO	£33.85		Fence Post:Renew timber 100x100mm fence post set in hardcore or concrete ne 2.40m long, excavate hardcore and or concrete, backfill, remove refix fencing, remove spoil, reinstatement.
019007	R	FENCE POST:RENEW TIMBER TO BRICKWORK	NO	£30.61		Fence Post:Renew tanalised softwood fence post fixed to brickwork size 100x100mm and ne 2.40m long including remove and refix fencing and or gates and drill plug and screw and make good.
019009	R	FENCE POST:RENEW TIMBER IN METPOST	NO	£29.39		Fence Post:Renew 75x75mm timber fence post ne 2.40m long with post fixed into driven or bolted Metpost, remove and refix fencing, remove spoil reinstatement paving, gardens and the like.
019011	R	FENCE POST:RENEW PCC NE 1.5M	NO	£36.81		Fence Post:Renew pcc fence post or spur set in hardcore or concrete ne 100x100mm ne 1.50m long excavate, hardcore or concrete, backfill, remove, refix fencing, remove spoil, reinstatement.
019013	R	FENCE POST:RENEW PCC OVER 1.5M	NO	£47.31		Fence Post:Renew pcc fence post or spur set in hardcore or concrete ne 100x100mm and over 1.50m long, excavate, hardcore or concrete, backfill, remove, refix fencing, remove spoil, reinstatement.

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
019015	R	FENCE POST:FIX 50X100MM SW BATTEN	NO	£17.56		Fence Post:Supply and fix 50x100mm tanalised softwood batten to pcc post ne 1.80m long including drill and bolt batten to post.
019021	R	FENCE POST:REPAIR WITH METSPUR	NO	£19.96		Fence Post:Repair broken post with Metspur fitting including driving spur into ground and bolting to existing post, supply all necessary struts, reinstate paths and gardens on completion.
027101	U	BALUSTRADE:TAKE DOWN AND REMOVE	LM	£7.88		Balustrade:Take down existing balustrade, clear away and prepare mortices to receive new balustrade.
027103	U	BALUSTRADE:SUPPLY AND FIX 1.2M HIGH	LM	£195.57		Balustrade:Supply and fix galvanised mild steel balustrade 1200mm high, 6x50mm horizontal rails, 25x25mm standards, 12x12mm balusters all welded set in mortices in mortar, and decorate.
027105	U	BALUSTRADE:SUPPLY AND FIX KEE KLAMP	LM	£70.65		Balustrades:Supply and fix galvanised mild steel tubular kee-klamp balustrade, ne 1100mm high comprising 48mm diameter horizontal rails and standards at 1m centres, set in mortices, decorate.
027303	U	HANDRAIL:6X50MM RAIL ON BRACKETS	LM	£36.36		Handrail:Supply and fix 6x50mm galvanised mild steel rail welded to and including handrail brackets, fixed to brickwork, rub down, prepare for and decorate to all surfaces.
027305	U	HANDRAIL:48MM GALVANISED STEEL TUBULAR ON BRACKETS	LM	£37.60		Handrail:Supply and fix 48mm diameter galvanised mild steel tubular handrail welded to and including handrail brackets, fixed to brickwork, rub down, prepare for and decorate to all surfaces.
027307	U	HANDRAIL:PVC TO CORE RAIL	LM	£15.61		Handrail:Supply and fix PVC handrail to core rail including all ends, bends and ramps etc.
027309	U	HANDRAIL:RENEW MOPSTICK HANDRAIL	LM	£10.19		Handrail:Renew or supply and fix new softwood mopstick handrail to existing brackets including all ends and refix handrail brackets including replugging if necessary, redecorate and make good.
027501	U	BALUSTRADE:REFIX ANY LOOSE TYPE	LM	£17.87		Balustrade:Refix any type of loose balustrade including remove if necessary, clean and prepare mortices including reforming if required, refix balustrade and make good decorations and finishes.
027503	U	HANDRAIL:REFIX ANY LOOSE TYPE	LM	£13.31		Handrail:Refix any type of loose handrail including remove if necessary, clean and prepare mortices including reforming if required or replug refix handrail, make good decorations and finishes
029301	R	SIGN:COLLECT AND FIX	NO	£13.85		Sign:Collect sign from Client's Office and screw to timber, plug and screw to masonry or bolt to metal posts.
029303	R	SIGN:NEW NO PARKING	NO	£60.79		Sign:Supply standard No Parking sign and screw to timber, plug or screw to masonry or bolt to metal posts.
029305	R	SIGN:NEW NO BALL GAMES	NO	£60.79		Sign:Supply standard No Ball Games sign and screw to timber, plug or screw to masonry or bolt to metal posts.
029307	R	SIGN:NEW NO DOGS	NO	£60.79		Sign:Supply standard No Dogs sign and screw to timber, plug or screw to masonry or bolt to metal posts.
031001	U	BOLLARD:RENEW OR FIX NEW LOCKABLE STEEL	NO	£184.99		Bollard:Renew with or supply and fix new lockable steel bollard including remove old, position and set foundation bolts in concrete or brick paving, fix bollard, make good, remove spoil, two keys.
031005	U	BOLLARD:RENEW OR FIX NEW 914MM HIGH STEEL	NO	£125.11		Bollard:Renew with or supply and fix new 76mm dia x914mm high steel bollard bedded in concrete, remove old, excavate, fix new bollard including concrete foundation, make good, remove spoil.

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
031009	U	BOLLARD:RENEW OR FIX NEW PCC 900MM HIGH	NO	£97.04		Bollard:Renew with or supply and fix new 225-150mm dia tapered pcc bollard 900mm high above ground including remove existing, excavate, fix bollard, concrete foundation, make good, remove spoil.
031013	U	BOLLARD:RENEW OR FIX NEW 800MM TIMBER	NO	£63.40		Bollard:Renew with or supply and fix new 150x150mm timber bollard, 800mm high above ground including remove existing, excavate, fix bollard concrete foundation, make good, remove spoil.

DRAINAGE

Contractor to enter percentage (%) adjustment to the SoR costs (Column L) here:

Column N will calculate to display your charge rate

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
033101	R	DRAIN:INSTALL 100MM CLAY NE 1M DEEP	LM	£120.99		Drain:Excavate ne 1.00m deep, compact bottoms 150mm concrete bed, lay 100mm clay pipe haunch in concrete, backfill, remove spoil and all fittings, connections, remove any existing drains, testing.
033103	R	DRAIN:INSTALL 100MM CLAY 1-2M DEEP	LM	£204.89		Drain:Excavate over 1m and ne 2m deep, compact bottoms, 150mm concrete bed, lay 100mm clay pipe haunch up, backfill, remove spoil, all fittings, connections, remove any existing drains, testing
033301	R	DRAIN:INSTALL 110MM PVCU NE 1M DEEP	LM	£117.95		Drain:Excavate ne 1.00m deep, compact bottoms 100mm gravel bed, and 110mm diameter PVCu pipe and 210mm select backfill, backfill, remove spoil, all fittings, connections etc, remove existing drains.
033303	R	DRAIN:INSTALL 110MM PVCU 1-2M DEEP	LM	£198.92		Drain:Excavate over 1m and ne 2m deep, compact bottoms, 100mm gravel bed, 110mm dia PVCu pipe 210mm select backfill, backfill, remove spoil, all fittings, connections etc, remove existing drains.
033501	R	DRAIN:REPAIR 100MM PIPE NE 1M DEEP	NO	£272.07		Drain:Repair by locating damaged pipe, excavate ne 1.00m deep, ne 3.00m long, remove pipe, bed and surround, compact bottoms, 150mm concrete, bed, lay 100mm dia clay pipe, backfill, all fittings.
033503	R	DRAIN:REPAIR 100MM PIPE 1-2M DEEP	NO	£442.76		Drain:Repair by locating damaged pipe, excavate ne 2.00m deep, ne 3.00m, long, remove pipe, bed and surround, compact bottoms, 150mm concrete, bed, lay 100mm dia clay pipe, backfill, all fittings.
033505	R	DRAIN:REPAIR 150MM PIPE NE 1M DEEP	NO	£312.87		Drain:Repair by locating damaged pipe, excavate ne 1.00m deep, ne 3.00m long, remove pipe, bed and surround, compact bottoms, 150mm concrete, bed, lay 150mm dia clay pipe, backfill, all fittings.
033507	R	DRAIN:REPAIR 150MM PIPE 1-2M DEEP	NO	£476.99		Drain:Repair by locating damaged pipe, excavate ne 2.00m deep, ne 3.00m, long, remove pipe, bed and surround, compact bottoms, 150mm concrete, bed, lay 150mm dia clay pipe, backfill, all fittings.
035001	R	GULLY:INSTALL CLAY BACK INLET GULLY	NO	£146.23		Gully:Excavate, level, compact bottoms and set any type of vitrified clay gully with 100mm back inlet and grating including set and surround in concrete, backfill, remove spoil, reinstatement.
035003	R	GULLY:INSTALL PVCU BACK INLET GULLY	NO	£88.71		Gully:Excavate, level, compact bottoms and set any type of PVCu gully with 100mm back inlet and grating including set and surround in concrete, backfill, remove spoil, reinstatement.
035005	R	GULLY:REMOVE AND SEAL OFF AND MAKE GOOD	NO	£15.88		Gully:Excavate, remove existing gully (any type) seal pipe, backfill and make good, remove spoil, and reinstate paving, gardens and the like as necessary.
035007	R	GULLY:RENEW ANY TYPE SURROUND AND KERB	NO	£21.34		Gully:Renew precast concrete or brick gully surround or kerb bedded in cement mortar (1:4) including breaking up existing and remove spoil and reinstate paving, gardens and the like.
035009	R	GULLY:RENEW GRATING	NO	£15.60		Gully:Renew missing or damaged any size or type of gully grating.
035013	R	GULLY:RENEW INSPECTION PLATE	NO	£33.73		Gully:Renew missing or damaged any size or type of screwed down inspection plate to gully or rodding eye.

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
03501a		CHANNEL DRAINS: INSTALL	LM	£100.00		Channel Drain: Excavate, level, compact bottoms and install heavy duty concrete channel drain with metal grill - appropriate for vehicular crossing.
03501b		CHANNEL DRAINS: RENEW	LM	£50.00		Channel Drain: Renew section of channel drain, including breaking up existing and remove spoil and reinstate surrounding area.
037001	R	LAND DRAIN:75MM NE 2.0M DEEP	IT	£974.50		Manhole:Construct manhole ne 1.35m deep to invert in semi engineering bricks 225mm thick with 150mm thick concrete base, 100mm thick reinforced pcc cover slab, cover with frame, complete.
037003	R	MANHOLE:RENEW BRICK NE 1.35M DEEP	IT	£1,011.15		Manhole:Renew manhole ne 1.35m deep to invert level in semi engineering bricks 225mm thick with 150mm thick concrete base, 100mm thick reinforced pcc cover slab, cover with frame, complete.
037005	R	INSPECTION CHAMBER:NEW SHALLOW POLYPROPYLENE	IT	£118.93		Inspection Chamber:Construct polypropylene shallow inspection chamber ne 600mm deep for 110mm dia PVCu pipe including cover and frame, excavation, backfill, remove spoil, reinstatement, testing.
037007	R	INSPECTION CHAMBER:RENEW SHALLOW POLYPROPYLENE	IT	£142.55		Inspection Chamber:Renew polypropylene shallow inspection chamber ne 600mm deep for 110mm dia PVCu pipe including cover and frame, excavation, backfill, remove spoil, reinstatement, testing.
037009	R	INSPECTION CHAMBER:NEW UNIVERSAL POLYPROPYLENE	IT	£216.76		Inspection Chamber:Construct polypropylene universal inspection chamber ne 1.00m deep for 110mm dia PVCu pipe including cover and frame, excavation, backfill, remove spoil, reinstatement.
037011	R	INSPECTION CHAMBER:RENEW UNIVERSAL POLYPROPY	IT	£235.86		Inspection Chamber:Renew polypropylene universal inspection chamber ne 1.0m deep for 110mm dia PVCu pipe including cover and frame, excavation, backfill, remove spoil, reinstatement, testing.
037013	R	MANHOLE:RENEW PCC COVER SLAB	NO	£80.65		Manhole:Renew precast cover slab ne 1000x1500x100mm thick including bed in cement mortar (1:3), remove spoil, and reinstate paving, gardens and the like as necessary.
037017	R	MANHOLE:REBED COVER AND OR FRAME	NO	£18.99		Manhole:Lift and rebed existing cover and frame, bed frame in mortar (1:3) including break out of foundation required to ensure correct levels clean off and refix cover including reset in grease.
037019	R	MANHOLE:RENEW COVER LIGHT GRADE	NO	£25.91		Manhole:Renew manhole cover and frame, light duty single seal, any size, including bed frame in mortar (1:3), remove spoil, and reinstate paving, gardens and the like as necessary.
037021	R	MANHOLE:RENEW COVER MEDIUM GRADE	NO	£36.41		Manhole:Renew manhole cover and frame, medium duty, single seal, any size, including bed frame in mortar (1:3), remove spoil, reinstatement paving, gardens and the like as necessary
037027	R	MANHOLE:RENEW COVER LIGHT GRADE INTERNAL	NO	£75.78		Manhole:Renew manhole cover and frame with stainless steel double seal light duty recessed inspection cover and frame any size including bed frame in mortar (1:3) fill cover.
037029	R	INSPECTION COVER:RENEW-300X300MM	NO	£47.65		Inspection Cover:Renew galvanised inspection cover and frame size 300x300mm including bed frame in cement mortar (1:3), remove spoil, and reinstate paving, gardens and the like as necessary.
039003	E	GULLY:CLEAN FLUSH OUT CLEAR BLOCKAGE	NO	£11.82		Gully:Clear blockage to gully including rodding as necessary, flush with clean water and removal of debris to approved tip.
03900a		CHANNEL DRAIN: CLEAR	LM	£5.00		Channel Drain: lift grid and clear out and remove all debris, flush with clean water.

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
039004	E	DRAIN:JET BLOCKAGE	HR	£68.25		Drain:Clear blocked drain run by pressure jet, remove and refix manhole covers and gratings, includes all hire charges, flush out, test and remove spoil.
039006	E	DRAIN:ROD BLOCKAGE	IT	£26.26		Drain:Clear blocked drain run by rodding, remove and refix manhole covers and gratings as necessary, flush out, test and remove spoil.
039009	E	MANHOLE:CLEAR BLOCKAGE NE 3.0M DEEP	IT	£13.13		Manhole:Clear out debris to manhole ne 3.00m deep and remove from site, and flush out and test and remove spoil.
039015	U	DRAIN:CCTV SURVEY	HR	£68.25		Drain:Undertake CCTV survey of drain runs to identify fault or following repairs or jetting, remove and refix manhole covers and gratings, includes all hire charges supply report and video.
039018	U	TEST:SMOKE OR PRESSURE TEST	IT	£32.44		Test:Carry out smoke or pressure test to existing drain run and report to Client Representative (not to be claimed in association with any other works).
041001	R	LAND DRAIN:75MM NE 2.0M DEEP	LM	£263.59		Land Drain:Excavate trench maximum 630mm wide over 1.00m ne 2.00m deep, remove spoil, lay 50mm granular bed, 75mm concrete or PVCu land drain pipe and matting, backfill trench in stone and topsoil,
041005	R	SOAKAWAY:EXCAVATE NEW	CM	£204.65		Soakaway:Excavate for new soakaway ne 2.00m deep, lift/set aside/relay turf, remove excavated material, fill with hard, dry, broken, masonry, stone or gravel backfill remove spoil.
041007	R	SOAKAWAY:CLEAR EXISTING	CM	£204.65		Soakaway:Excavate to locate soakaway ne 2.00m deep, lift/set aside/relay turf, remove excavated material, clear debris from soakaway, refill with new and existing soakaway medium, backfill.

BRICKWORK

Contractor to enter percentage (%) adjustment to the SoR costs (Column L) here:

Column N will calculate to display your charge rate

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
101101	R	WALL:DEMOLISH EXTERNAL 1/2B WALL	SM	£19.35		Wall:Take down external half brick wall and remove spoil.
101103	R	WALL:DEMOLISH EXTERNAL 1B WALL	SM	£32.07		Wall:Take down external one brick wall and remove spoil.
101105	R	WALL:DEMOLISH EXTERNAL 1-1/2B WALL	SM	£52.24		Wall:Take down external one and a half brick wall and remove spoil.
101109	R	WALL:DEMOLISH EXTERNAL BLOCKWORK NE 100MM	SM	£13.28		Wall:Take down ne 100mm thick external block wall and remove spoil.
101111	R	WALL:DEMOLISH EXTERNAL BLOCKWORK NE 225MM	SM	£23.32		Wall:Take down exceeding 100mm and ne 225mm thick external block wall and remove spoil.
101121	R	WALL:DEMOLISH PLASTERED 1/2B WALL	SM	£33.28		Wall:Take down half brick or 100mm blockwork non-load bearing wall, remove spoil, including associated doors, frames, skirtings, plaster etc., make good the existing structure and finishes.
101123	R	WALL:DEMOLISH PLASTERED 1B WALL	SM	£53.10		Wall:Take down one brick or over 100mm, ne 225mm blockwork non-load bearing wall, remove spoil, including associated doors, frames, plaster etc., make good the existing structure and finishes.
101301	R	WALL:BUILD 1/2B WALL IN COMMONS	SM	£69.64		Wall:Supply and lay new common bricks in half brick wall bedded and pointed in cement lime mortar (1:1:6).
101303	R	WALL:BUILD 1B WALL IN COMMONS	SM	£121.36		Wall:Supply and lay new common bricks in one brick wall bedded and pointed in cement lime mortar (1:1:6).
101305	R	WALL:BUILD 1-1/2B WALL IN COMMONS	SM	£172.91		Wall:Supply and lay new common bricks in one and a half brick wall in cement lime mortar (1:1:6).
101309	R	WALL:BUILD 1/2B WALL IN FACINGS	SM	£96.71		Wall:Supply and lay new facing bricks in half brick wall bedded and pointed in cement lime mortar (1:1:6) as the work proceeds.
101311	R	WALL:BUILD 1B WALL IN FACINGS	SM	£173.30		Wall:Supply and lay new facing bricks in one brick wall bedded and pointed in cement lime mortar (1:1:6) as the work proceeds.
101317	R	WALL:BUILD NE 100MM BLOCK WALL	SM	£41.56		Wall:Supply and lay new 75 or 100mm thick blockwork in walls, bedded and pointed in cement lime mortar (1:1:6).
101319	R	WALL:BUILD 225MM BLOCK WALL	SM	£72.17		Wall:Supply and lay new 225mm thick blockwork in walls, bedded and pointed in cement lime mortar (1:1:6).
101501	R	WALL:REBUILD 1/2B WALL IN COMMONS	SM	£82.77		Wall:Demolish as necessary, clean off and clear away, rebuild half brick wall, in common bricks bed and point in mortar (1:1:6) to match existing and remove spoil.
101503	R	WALL:REBUILD 1B WALL IN COMMONS	SM	£145.43		Wall:Demolish as necessary, clean off and clear away, rebuild one brick wall in common bricks, bed and point in cement lime mortar (1:1:6) to match existing and remove spoil.
101505	R	WALL:REBUILD 1/2B WALL IN FACINGS	SM	£112.03		Wall:Demolish as necessary, clean off and clear away, rebuild half brick wall, in facing bricks bed and point in cement lime mortar (1:1:6) to match existing, and remove spoil.
101507	R	WALL:REBUILD 1B WALL IN FACINGS	SM	£195.18		Wall:Demolish as necessary, clean off and clear away, rebuild one brick wall in facing bricks, bed and point in cement lime mortar (1:1:6) to match existing and remove spoil.
101511	R	WALL:REBUILD NE 100MM BLOCK WALL	SM	£48.12		Wall:Demolish as necessary, clean off and clear away, rebuild 75 or 100mm blockwork in cement lime mortar (1:1:6) bed and point to match existing and remove spoil.

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
101513	R	WALL:REBUILD 225MM BLOCK WALL	SM	£78.73		Wall:Demolish as necessary, clean off and clear away, rebuild 225mm blockwork in cement lime mortar (1:1:6) bed and point to match existing and remove spoil.
101601	R	WALLS:REBUILD SLEEPER WALLS	LM	£29.91		Walls:Take down honeycombed sleeper walls, ne 500mm high, clean off bricks, rebuild cement mortar (1:3) up to 20 per cent new common bricks, bonding end into existing walls, remove spoil.
101603	R	WALLS:BUILD PIERS FOR WALL PLATE	NO	£20.70		Walls:Build new 225x225mm common brick piers in cement mortar (1:3) to support new wall plate ne 500mm high.
101701	R	PIER:REBUILD 1B WIDE ATTACHED IN COMMONS	LM	£27.97		Pier:Demolish as necessary, clean off, clear away, rebuild attached pier in commons, one brick wide x half brick projection, bedded, pointed in mortar (1:1:6) to match existing and remove spoil.
101703	R	PIER:REBUILD 1B ISOLATED IN COMMONS	LM	£98.00		Pier:Demolish as necessary, clean off, clear away, rebuild one brick isolated pier in commons with boe coping, bedded, pointed in mortar (1:1:6) to match existing, building in gudgeons etc.
101705	R	PIER:REBUILD 1-1/2B WIDE ATTACHED IN COMMONS	LM	£48.67		Pier:Demolish as necessary, clean off, clear away, rebuild attached pier in commons, one and a half brick wide, half brick projection, bed, point in mortar (1:1:6) to match existing, remove spoil.
101707	R	PIER:REBUILD 1-1/2B ISOLATED IN COMMONS	LM	£132.65		Pier:Demolish as necessary, clean off, clear away, rebuild one and a half brick isolated pier in common bricks with boe coping, bedded, pointed in mortar (1:1:6) to match, build in gudgeons etc.
101709	R	PIER:REBUILD 1B WIDE ATTACHED IN FACINGS	LM	£38.98		Pier:Demolish as necessary, clean off, clear away, rebuild attached pier in facings, one brick wide x half brick projection, bedded, pointed in mortar (1:1:6) to match existing and remove spoil.
101711	R	PIER:REBUILD 1B ISOLATED IN FACINGS	LM	£111.20		Pier:Demolish as necessary, clean off, clear away, rebuild one brick isolated pier in facings with boe coping, bedded, pointed in mortar (1:1:6) to match existing, building in gudgeons etc.
101713	R	PIER:REBUILD 1-1/2B WIDE ATTACHED IN FACINGS	LM	£64.18		Pier:Demolish as necessary, clean off, clear away, rebuild attached pier in facings, one and a half brick wide, half brick projection, bed, point in mortar (1:1:6) to match existing, remove spoil.
101715	R	PIER:REBUILD 1-1/2B ISOLATED IN FACINGS	LM	£157.86		Pier:Demolish as necessary, clean off, clear away, rebuild one and a half brick isolated pier in facings with boe coping, bedded, pointed in mortar (1:1:6) to match, building in gudgeons etc.
101901	R	WALL:REPAIR FRACTURE	LM	£60.21		Fracture:Remove any applied finish, cut out bricks as necessary to either side of fracture, one face only, stitch in new bricks, bed and point to match existing in mortar (1:1:6), make good finishes.
101903	R	WALL:REPAIR SMALL PATCH IN COMMONS	IT	£25.73		Wall:Cut out bricks from face of wall, clean and clear away, lay up to 15 No. new common bricks in mortar (1:1:6), bond, bed and point to match existing and remove spoil.
101905	R	WALL:REPAIR LARGE PATCH IN COMMONS	IT	£132.65		Wall:Cut out bricks from face of wall, clean and clear away, lay over 15 No. new common bricks up to 2sm in area in mortar (1:1:6), bond, bed and point to match existing and remove spoil.
101907	R	WALL:REPAIR SMALL PATCH IN FACINGS	IT	£29.57		Wall:Cut out bricks from face of wall, clean and clear away, lay up to 15 No. new facing bricks in cement lime mortar (1:1:6), bond, bed and point to match existing and remove spoil.

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
101909	R	WALL:REPAIR LARGE PATCH IN FACINGS	IT	£153.48		Wall:Cut out bricks from face of wall, clean and clear away, lay over 15 No. new facing bricks up to 2sm in area in mortar (1:1:6), bond, bed and point to match existing and remove spoil.
101911	R	WALL:RENEW INDIVIDUAL 100MM BLOCK	NO	£7.49		Wall:Cut out old 100mm block, clean and clear away, supply and lay new block in cement lime mortar (1:1:6), bond, bed and point to match existing and remove spoil (first block).
101913	R	WALL:RENEW SUBSEQUENT 100MM BLOCKS	NO	£5.30		Wall:Cut out old 100mm block, clean and clear away, supply and lay new block in cement lime mortar (1:1:6), bond, bed and point to match existing and remove spoil (subsequent blocks).
101915	R	WALL:RENEW INDIVIDUAL 225MM BLOCK	NO	£13.15		Wall:Cut out old 225mm block, clean and clear away, supply and lay new block in cement lime mortar (1:1:6), bond, bed and point to match existing and remove spoil (first block).
101917	R	WALL:RENEW SUBSEQUENT 225MM BLOCKS	NO	£10.96		Wall:Cut out old 225mm block, clean and clear away, supply and lay new block in cement lime mortar (1:1:6), bond, bed and point to match existing and remove spoil (subsequent blocks).
102103	R	WALL:RAKE OUT AND REPOINT BRICKWORK	SM	£27.86		Wall:Rake out existing joints of brickwork minimum 12mm deep and repoint brickwork in mortar to match existing and remove spoil.
102105	R	WALL:RAKE OUT AND REPOINT JOINT OF BRICKWORK	LM	£3.66		Wall:Rake out existing mortar joint as necessary min 12mm and repoint in mortar to match existing in joints to cills, sides of door/window frames or concrete cladding joints etc and remove spoil.
102223	R	WALL:RAKE OUT AND REPOINT STONWORK	SM	£27.74		Wall:Rake out existing joints of stonework minimum 20mm deep and repoint in cement or lime mortar to match existing and remove spoil.
102225	R	WALL:RAKE OUT REPOINT AND RESET STONWORK	SM	£108.07		Wall:Rake out existing joints of stonework minimum 20mm deep, dub out and reset stonework, provision of any new matching stonework, repoint in cement or lime mortar to match existing and remove spoil.
103301	R	COPING:RENEW ISOLATED BRICK ON EDGE	NO	£4.57		Coping:Renew isolated brick in brick on edge coping including clean and prepare wall and brick and bed and point new brick in cement lime mortar (1:1:6) all to match existing and remove spoil.
103303	R	COPING:REBED BRICK ON EDGE COPING	LM	£29.41		Coping:Take off brick coping to one brick wall, clean mortar from bricks and top of wall, clear away rubble, rebed bricks in cement lime mortar (1:1:6), point to match existing and remove spoil.
103305	R	COPING:LAY NEW BRICK ON EDGE COPING	LM	£29.10		Coping:Supply and lay facing bricks in brick-on-edge coping to one brick wall in cement lime mortar (1:1:6), and point as the work proceeds.
103307	R	COPING:REBED PCC COPING	LM	£8.36		Coping:Take off precast coping ne 300mm wide, clean mortar from top of wall and coping, bed and point in cement lime mortar (1:1:6) with bonding agent and remove spoil.
103311	R	COPING:LAY NEW PCC COPING	LM	£17.69		Coping:Supply and lay new precast concrete coping ne 300mm wide in section to match existing, bedded and pointed in cement lime mortar (1:1:6) with bonding agent.
103315	R	COPING:RENEW TILE CREASING	LM	£12.71		Coping:Renew any single tile creasing to wall in conjunction with coping renewal including clean off, lay, bed and point in cement lime mortar (1:1:6) to match existing and remove spoil.

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
103317	R	COPING:RENEW 2 ROW TILE CREAMING	LM	£27.61		Coping:Renew any double tile creasing to wall in conjunction with coping renewal including clean off, lay, bed and point in cement lime mortar (1:1:6) to match existing and remove spoil.

ROOFING

Contractor to enter percentage (%) adjustment to the SoR costs (Column L) here: |

Column N will calculate to display your charge rate

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
213001	R	SHEETING:RENEW GALVANISED CORRUGATED IRON	SM	£40.40		Sheeting:Renew 24 gauge galvanised corrugated iron sheeting fixed with hook bolts or drive screws complete with caps and washers and
213003	R	SHEETING:RENEW CORRUGATED REINFORCED CEMENT	SM	£37.20		Sheeting:Renew corrugated reinforced asbestos free cement sheeting fixed with hook bolts or drive screws complete with caps and washers and
213011	R	SHEETING:RENEW PVC COLOUR COATED	SM	£46.03		Sheeting:Renew PVC colour coated both sides galvanised steel profiled sheeting 0.70mm thick
213013	R	SHEETING:RENEW EAVES FILLER PCE	LM	£23.88		Sheeting:Renew eaves filler piece to corrugated roof sheeting and remove spoil.
213015	R	SHEETING:RENEW TWO PIECE RIDGE	LM	£36.67		Sheeting:Renew two piece ridge to corrugated roof sheeting and remove spoil.
215001	R	ROOF:SWEEP AND APPLY WP COMPOUND	SM	£23.05		Roof:Sweep off and apply two coats of waterproofing compound and apply sand dressing
221001	U	CLIENT INSPECTION:PROVIDE AND ERECT LADDER	IT	£41.54		Inspection:Provide and erect ladder for inspection in conjunction with Client Representative to eaves
221003	U	CLIENT INSPECTION:REMOVE ALL DEBRIS ETC	SM	£2.77		Inspection:Remove all debris, plant, moss etc., from roof to allow inspection for leaks by Client
223005	U	ROOF:SUPPLY AND FIX AND LATER REMOVE TARPULIN	NO	£59.81		Roof:Supply and fix tarpaulin sheet approx 4x3m to roof as temporary repair and later remove and
223009	U	ROOF:TEMPORARY REPAIR CORRUGATED SHEET	IT	£23.67		Roof:Carry out temporary repairs to any type of corrugated sheet area of roof as required to
231005	R	FLASHING:RENEW LEAD COVER NE 150MM	LM	£36.25		Flashing:Renew lead cover flashing ne 150mm girth, clean out groove of brickwork, wedge with
231009	R	FLASHING:RENEW LEAD STEPPED NE 225MM	LM	£71.30		Flashing:Renew lead stepped flashing ne 225mm girth, clean out groove of brickwork, wedge with
231011	R	FLASHING:RENEW LEAD APRON NE 300MM	LM	£67.48		Flashing:Renew lead apron flashing ne 300mm girth, clean out groove of brickwork, wedge with
231013	R	FLASHING:TAKE OFF AND REFIX LEAD	LM	£17.48		Flashing:Take off lead flashing, set aside, hack out pointing, clean out groove of brickwork, refix
231015	R	FLASHING:RAKE OUT AND REPOINT LEAD	LM	£10.56		Flashing:Rake out pointing of flashing and repoint in mastic.

CARPENTRY

Contractor to enter percentage (%) adjustment to the SoR costs (Column L) here:

Column N will calculate to display your charge rate

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
301501	R	PLATE:RENEW 75X100MM WALL PLATE	LM	£9.31		Plate:Renew pressure impregnated sawn softwood wall plate ne 75x100mm, bedded in cement mortar (1:3) and apply preservative to cut ends, remove spoil.
301503	R	PLATE:RENEW 75X100MM WALL PLATE AND DPC	LM	£11.63		Plate:Renew pressure impregnated sawn softwood wall plate ne 75x100mm, bedded in cement mortar (1:3), apply preservative to cut ends, polypropylene dpc 138mm girth, remove spoil.
301701	R	RAFTER:RENEW NE 175MM RAFTER OR JOIST	LM	£11.60		Rafter:Renew rafter/roof joist, ne 175mm deep to match existing in roof space, cut to length, apply preservative to cut ends, cut out, make good brickwork, bolted to existing roof timbers.
301703	R	COLLAR/STRUT:RENEW NE 175MM THICK	LM	£15.98		Collar/Strut:Renew collar or strut, ne 175mm thick in roof space, cut to length, apply preservative to cut ends, cut out make good brickwork, bolted to existing roof timbers.
301901	R	HANGER:RENEW GALVANISED JOIST HANGER	NO	£6.96		Hanger:Renew galvanised joist hanger, cut out, bed in mortar and make good brickwork, renew in conjunction with joist repairs.
301903	R	HANGER:CUT OUT AND INSERT JOIST HANGER	IT	£10.46		Hanger:Cut out and insert galvanised joist hanger to correct floor alignment, bed in mortar, pin, make good brickwork, renew in conjunction with floor or joist repairs.
303001	R	FASCIA:RENEW IN SOFTWOOD NE 300MM	LM	£36.03		Fascia/Barge:Renew fascia or barge with treated softwood, ne 300mm wide, fixed to roof timbers, remove, refix rainwater goods and any cabling, adjust roof tiles and felt, decorate.
303003	R	FASCIA:RENEW IN WBP PLYWOOD NE 300MM	LM	£33.94		Fascia/Barge:Renew fascia or barge with WPB plywood, ne 300mm wide, fixed to roof timbers, remove, refix rainwater goods and any cabling, adjust roof tiles and felt, decorate.
303005	R	FASCIA:RENEW IN PVCU NE 300MM	LM	£25.67		Fascia/Barge:Renew fascia or bargeboard with proprietary PVCu board ne 300mm wide fixed to roof timbers, remove, refix rainwater goods and any cabling, adjust roof tiles and felt.
303007	R	SOFFIT:RENEW IN SOFTWOOD NE 450MM	LM	£35.45		Soffit:Renew soffit board with treated softwood ne 450mm wide including renew noggins as necessary fixed to roof timbers and refix cables and decorate to match existing.
303009	R	SOFFIT:RENEW IN PLYWOOD NE 450MM	LM	£34.56		Soffit:Renew soffit board with WPB plywood ne 450mm wide including renew noggins as necessary fixed to roof timbers and refix cables and decorate to match existing.
303011	R	SOFFIT:RENEW IN MASTERBOARD NE 450MM	LM	£48.67		Soffit:Renew soffit board with masterboard ne 450mm wide including renew noggins as necessary fixed to roof timbers and refix cables and decorate to match existing.
303013	R	SOFFIT:RENEW IN PVCU NE 450MM	LM	£30.27		Soffit:Renew soffit board with PVCu board ne 450mm wide including remove existing, renew noggins as necessary and fix new board to roof timbers and refix cables.
303015	R	FASCIA/SOFFIT/BARGE:REFIX	LM	£26.98		Fascia/Soffit/Barge:Refix any size fascia, soffit or bargeboard to existing roof timbers including remove, refix rainwater goods, cabling, renewal of support battens, all cutting, packing, make good.
303017	R	BOXED END:RENEW TO FASCIA AND SOFFIT	NO	£46.00		Boxed End:Renew boxed end to fascia and soffit including renew timber supports, new WPB plywood soffit, fascia etc, all cutting shaping, jointing to existing fascias, soffits etc, decorate.

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
303019	R	BOXED END:RENEW IN PVCU TO FASCIA AND SOFFIT	NO	£45.90		Boxed End:Renew boxed end to fascia and soffit including renew timber supports with proprietary PVCu board soffit, fascia etc, all cutting and shaping, jointing to existing fascias, soffits.
307101	R	CLADDING:RENEW 19MM SHIPLAP NE 2.0SM	IT	£69.31		Cladding:Remove existing and renew with 19mm treated shiplap boarding in areas ne 2.00sm, all labours, fixed to existing framework, renew defective battens, decorate to match.
307103	R	CLADDING:RENEW 19MM SHIPLAP OVER 2.0SM	SM	£37.64		Cladding:Remove existing and renew with 19mm treated shiplap boarding in areas over 2.00sm, all labours, fixed to existing framework, renew defective battens, decorate to match.
307105	R	CLADDING:REFIX LOOSE SHIPLAP FEATHER EDGE OR TG V	SM	£9.04		Cladding:Refix loose timber shiplap, feather edge or T, G and V jointed boarding to existing framework including renewal of any support battens required and make good decorations.
307301	R	CLADDING:RENEW FEATHER EDGE NE 2.0SM	IT	£65.42		Cladding:Remove existing and renew with 19mm treated feather edge boarding in areas ne 2.00sm, all labours, fixed to existing framework, renew defective battens, decorate to match.
307303	R	CLADDING:RENEW FEATHER EDGE OVER 2.0SM	SM	£35.51		Cladding:Remove existing and renew with 19mm treated feather edge boarding in areas over 2.00sm, all labours, fixed to existing framework, renew defective battens, decorate to match.
307501	R	CLADDING:RENEW T, G AND V JOINT NE 2.0SM	IT	£81.78		Cladding:Remove existing and renew with 19mm treated T, G and V jointed boarding in areas ne 2.00sm, all labours, fixed to existing framework, renew defective battens, decorate to match.
307503	R	CLADDING:RENEW T, G AND V JOINT OVER 2.0SM	SM	£47.21		Cladding:Remove existing boarding and renew with 19mm treated T, G and V jointed boarding in areas over 2.00sm, all labours, fixed to existing framework, renew defective battens, decorate to match.
307701	R	CLADDING:RENEW PVC SHIPLAP NE 2.0SM	IT	£81.37		Cladding:Remove existing defective PVC shiplap cladding, renew in areas ne 2.00sm, all trims, channels and jointing, fixed to existing framework, renew defective support battens.
307703	R	CLADDING:RENEW PVC SHIPLAP OVER 2.0SM	SM	£44.94		Cladding:Remove existing and renew with cellular cored PVC shiplap boarding, in areas over 2.00sm, all trims, channels and jointing, fixed to existing framework, renew defective support battens.
307705	R	CLADDING:REFIX LOOSE PVC SHIPLAP OR TG V	SM	£10.20		Cladding:Refix loose PVC shiplap or T, G and V jointed cladding to existing framework including renewal of support battens required and all trims, channels and jointing.
342301	R	FRAME:RENEW CLOSING EXTERNAL JAMB	NO	£59.47		Frame:Renew closing jamb of single external door frame, joint new any size and profile treated softwood door frame, bed in mortar, fixed to brickwork, take off and refix stop and architrave.
342303	R	FRAME:RENEW HANGING EXTERNAL JAMB	NO	£68.22		Frame:Renew hanging jamb of single external door frame, remove, rehang door, joint new any size profile treated softwood door frame to head frame, bed in mortar, fix to brickwork, make good, decorate.
342307	R	FRAME:SPLICE EXTERNAL REPAIR NE 1.0M	NO	£34.59		Frame:Cut out and splice new piece ne 1.00m long into external door frame, remove, rehang door, remove, refix keep, ease, adjust, make good, point with sealant, and decorate to match existing.
342309	R	FRAME:REFIX LOOSE EXTERNAL FRAME	NO	£33.85		Frame:Remove and refix loose external door frame, including remove and refix door and one set of architraves, touch up decorations and renew sealant.

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
342311	U	FRAME:REPAIR AFTER FORCED ENTRY	NO	£17.94		Frame:Repair external door frame after forced access, cut out and splice in new piece to frame, remove and refix keep or hinge, and touch up decoration.
345201	R	DOORS:RENEW PAIR L AND B TO GARAGE	IT	£711.72		Door:Renew garage doors with new pair of softwood ledged, braced and matchboarded doors to suit size of existing opening, hang each on one pair of 450mm tee hinges, transfer ironmongery, decorate.
345203	R	GARAGE DOOR:EASE ADJUST INCLUDING REMOVE	NO	£62.72		Garage Door:Ease and adjust pair of doors, each hung on pair of tee hinges, including remove and rehang doors, make good to frame and touch up decorations.
345401	R	GARAGE DOOR:RENEW METAL UP AND OVER	IT	£623.67		Garage Door:Renew any garage door with pre primed metal up and over garage door, overall size ne 2.438x2.055m complete with all ironmongery and hang to existing frame, make good, and decorate.
345601	R	GARAGE DOOR:REMOVE AND REFIX UP AND OVER	IT	£66.08		Garage Door:Take down and rehang metal up and over garage door, ease and adjust operating mechanism and leave operational, and touch up decorations.
345603	R	GARAGE DOOR:REPAIR UP AND OVER METAL	IT	£42.29		Garage Door:Repair any metal up and over garage door incl remove fittings and door, straighten/repair dents and holes, rehang door, fittings and ease, and touch up decorations.
345605	R	GARAGE DOOR:RENEW SPINDLE/ROLLER/CABLE	NO	£44.03		Garage Door:Renew spindle, roller and cable assembly to metal up and over garage door and adjust.
345607	R	GARAGE DOOR:RENEW LOCKING BAR TO UP AND OVER	NO	£25.40		Garage Door:Renew locking bar to metal up and over garage door and adjust.
345609	R	GARAGE DOOR:RENEW LOCK HANDLE TO UP AND OVER	NO	£33.69		Garage Door:Renew lock handle to metal up and over garage door, adjust and provide two new keys to tenant.
345611	R	GARAGE DOOR:RENEW LOCK TO UP AND OVER	NO	£19.22		Garage Door:Renew lock to metal up and over garage door, including redrill for fixing bolts and alter door to receive new lock and collect and return keys to tenant.
345613	R	GARAGE DOOR:RENEW ROLLERS AND CHANNELS	IT	£196.09		Garage Door:Renew set of rollers and guide channels to any metal up and over garage door, adjust and leave operational, make good as necessary.
345615	R	GARAGE DOOR:SUPPLY COUNTERBALANCE DOOR SPRING	NO	£74.32		Garage Door:Supply and fix new or renew any counterbalance door spring to up and over garage door including removing existing fitting, adjust and leave operational, make good as necessary.
345617	R	GARAGE DOOR:RENEW KEEP	NO	£20.73		Garage Door:Renew keep to any type of garage door lock including removing existing fitting and make good as necessary.
345619	R	GARAGE DOOR:RENEW SUPPORT ARM	IT	£52.84		Garage Door:Renew support arm to any metal up and over garage door, adjust and leave operational, make good as necessary.
345701	R	GARAGE FRAME:RENEW COMPLETE	IT	£109.17		Garage Frame:Renew garage door frame with matching treated softwood frame to suit any size or type of door, remove, rehang, fix new frame into position, point with sealant, make good, decorate.
345703	R	GARAGE FRAME:RENEW HEAD OR JAMB	NO	£40.82		Garage Frame:Renew head or jamb member to any type or size garage door frame with matching treated softwood member, remove, rehang door, fix new member, point with sealant, make good, decorate.
396006	U	GARAGE:GAIN ACCESS	NO	£45.08		Garage:Gain access for tenant, including force access including redrill for fixing bolts and alter door, provide new lock and collect and return keys to tenant.
397001	E	OPENING:BOARD UP WITH 12MM STERLING OR PLYWOOD	NO	£27.89		Opening:Board up window or door with 12mm Sterling or plywood board or blockboard including cut to size, nail over window or door (NOT to frame) and leave secure (per opening).

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
397003	U	OPENING:REMOVE BOARDING TO OPENINGS	NO	£7.29		Opening:Remove boarding from window or door opening and make good. Leave property secure including refix boarding if required.

DECORATION

Contractor to enter percentage (%) adjustment to the SoR costs (Column L) here:

Column N will calculate to display your charge rate

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
435021	R	GUTTER:CLEAN OUT PRIOR TO DECORATION	LM	£2.19		Gutter:Clean out eaves gutter prior to redecoration including flush out and test.
435101	R	SURFACE:STRIP BACK SURFACES OVER 300MM	SM	£9.55		Surface:Apply paint remover, strip off paint to surfaces or using cyclone stripper, or burn off, or scrape off, wire brush, prepare surfaces over 300mm girth for redecoration.
435103	R	SURFACE:STRIP BACK SURFACES NE 300MM	LM	£3.30		Surface:Apply paint remover, strip off paint to surfaces or using cyclone stripper, or burn off, or scrape off, wire brush, prepare surfaces ne 300mm girth for redecoration.
435501	U	SURFACES:REMOVE GRAFFITI RINSE DRY	SM	£12.18		Surfaces:Clean existing graffiti covered surfaces with proprietary graffiti removal or stripper, apply high pressure hot water rinse to remove all traces of remover or stripper, paint, debris etc.
435511	R	SURFACES:APPLY ANTI-GRAFFITTI PAINT	SM	£9.46		Surfaces: Apply anti-graffitti paint strictly in accordance with the manufacturers instructions to vulnerable external surfaces of brickwork, concrete and timber as directed.
436051	R	SOFFIT:WASH APPLY 2 COATS MASONRY PAINT	SM	£10.84		Soffit:Wash down, fill in cracks and holes, sand smooth and apply two coats of smooth or textured masonry paint to rendered or concrete canopies or soffits.
436053	R	SOFFITS:WASH APPLY SEALER 2 COATS MASONRY PAINT	SM	£12.32		Soffit:Wash down, fill in cracks and holes, sand smooth and apply one coat of sealer and two coats of smooth or textured masonry paint to rendered or concrete soffits.
436061	R	WALLS:WASH APPLY 2 COATS MASONRY PAINT	SM	£10.84		Walls:Wash down, fill in cracks and holes, sand smooth and apply two coats of smooth or textured masonry paint to rendered or concrete surfaces of walls.
436063	R	WALLS:WASH APPLY SEALER 2 COATS MASONRY PAINT	SM	£12.32		Walls:Wash down, fill in cracks and holes, sand smooth and apply one coat of sealer, two coats of smooth or textured masonry paint to rendered or concrete surfaces of walls.
436071	R	WALLS:APPLY 2 COATS MASONRY PAINT	SM	£10.84		Walls:Prepare and apply two coats smooth or textured masonry paint to external rendered surfaces of walls.
436072	R	WALLS:APPLY 2 COATS MASONRY PAINT - BRICK	SM	£11.71		Walls:Prepare and apply two coats smooth or textured masonry paint to brickwork or concrete surfaces of walls.
436073	R	WALLS:WASH APPLY 2 COATS MASONRY PAINT - RENDER	SM	£12.59		Walls:Wash down, fill in cracks and holes, sand down and apply two coats of smooth or textured masonry paint to rendered or concrete walls.
436074	R	WALLS:WASH APPLY 2 COATS MASONRY PAINT - BRICK	SM	£13.46		Walls:Wash down, fill in cracks and holes, sand down and apply two coats of smooth or textured masonry paint to brickwork surfaces of walls.
436081	R	WALLS:APPLY SEALER 2 COATS MASONRY - RENDER	SM	£12.32		Walls:Prepare and apply one coat of stabilising solution and two coats smooth or textured masonry paint to external rendered surfaces of walls.
436082	R	WALLS:APPLY SEALER 2 COATS MASONRY - BRICK	SM	£12.59		Walls:Prepare and apply one coat of stabilising solution and two coats smooth or textured masonry paint to brickwork or concrete surfaces of walls.
436083	R	WALLS:WASH APPLY SEALER 2 COATS MASONRY - RENDER	SM	£14.51		Walls:Wash down, fill in cracks and holes, sand down and apply one coat of stabilising solution and two coats of smooth or textured masonry paint to rendered or concrete walls.
436084	R	WALLS:WASH APPLY SEALER 2 COATS MASONRY - BRICK	SM	£15.39		Walls:Wash down, fill in cracks and holes, sand down and apply one coat of stabilising solution and two coats of smooth or textured masonry paint to brickwork surfaces of walls.
436201	R	GARAGE DOOR:PREPARE PRIME PAINT 2 GLOSS	IT	£98.91		Garage Door:Rub down prepare, apply coat of primer, one undercoat, two coats of gloss paint on external surfaces of up and over metal garage door (one side and edges).

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
436203	R	DOOR FRAME:PREPARE PRIME PAINT 2 GLOSS NE 300MM	LM	£6.76		Door Frame :Rub down, prepare, apply coat of primer, one undercoat, two coats of gloss paint on external surfaces of metal frames ne 300mm girth.
436215	R	GATES:PREPARE PRIME PAINT GATE AND POSTS	IT	£28.84		Gates:Wire brush, prepare for, and apply one coat primer, one undercoat, two coats of gloss paint to both sides of any size type single metal gate including all edges and all surfaces of posts.
436221	R	GUTTER:PREPARE PRIME PAINT EAVES GUTTER	LM	£3.43		Gutter:Wire brush, prepare and apply coat of primer, one undercoat and two coats of gloss paint to outside of eaves gutter including brackets.
436223	R	PIPEWORK:PREPARE PRIME PAINT NE 300MM	LM	£2.94		Pipework:Wire brush, prepare for and apply coat of primer, one undercoat, and two coats of gloss paint to external pipework ne 300mm girth including brackets.
436601	R	GARAGE DOOR:PREPARE PRIME METALSHIELD	IT	£91.36		Door:Rub down prepare, apply coat of primer, two coats of metalshield paint on external surfaces of up and over metal garage door (one side and edges).
436603	R	DOOR FRAME:PREPARE PRIME METALSHIELD NE 300MM	LM	£7.29		Door:Rub down, prepare, apply coat of primer, two coats of metalshield paint on external surfaces of metal frames ne 300mm girth.
436605	R	DOOR:PREPARE PRIME METALSHIELD METAL	IT	£65.49		Door:Rub down, prepare for and apply one coat of primer, two coats of metalshield paint on any size single metal door (both sides and edges).
436607	R	DOOR:PREPARE PRIME METALSHIELD METAL GLAZED	IT	£76.31		Door:Rub down, prepare for and apply one coat of primer, two coats of metalshield paint on any size single glazed metal door (both sides and edges).
436615	R	GATES:PREPARE PRIME METALSHIELD GATE AND POSTS	IT	£32.17		Gates:Wire brush, prepare for, and apply one coat primer, two coats of metalshield paint to both sides of any size type single metal gate including all edges and all surfaces of posts.
436617	R	RAILINGS-ORNAMENTAL:PRIME METALSHIELD SURFACES	SM	£30.79		Balustrading:Wire brush, prepare for and apply one coat of primer, two coats of metalshield paint on ornamental metal balustrading, railings or gates (measured both sides).
436621	R	GUTTER:PREPARE PRIME METALSHIELD EAVES GUTTER	LM	£3.96		Gutter:Wire brush, prepare and apply coat of primer, two coats of metalshield paint to outside of eaves gutter including brackets.
436625	R	RAILINGS-HAIRPIN:PRIME METALSHIELD SURFACES	SM	£20.28		Railings, Fencing and Gates – Hairpin:Wire brush, prepare for and apply one coat of primer, two coats of metalshield paint on hairpin metal balustrading, railings or gates (measured both sides).
436627	R	RAILINGS–PLAIN OPEN:PRIME METALSHIELD SURFACES	SM	£18.97		Railings, Fencing and Gates – Plain Open:Wire brush, prepare for and apply one coat of primer, two coats of metalshield paint on plain open metal balustrading, railings or gates (measured both sides).
436629	R	RAILINGS–CLOSE TYPE:PRIME METALSHIELD SURFACES	SM	£16.56		Railings, Fencing and Gates – Close Type:Wire brush, prepare for and apply one coat of primer, two coats of metalshield paint on close type metal balustrading, railings or gates (measured both sides).
436701	R	GARAGE DOOR:PREPARE 2 COATS METALSHIELD	IT	£71.68		Door:Rub down, prepare, spot prime and apply two coats of metalshield paint on existing painted external surfaces of up and over metal garage door (one side and edges).
436703	R	DOOR FRAMES:PREPARE 2 COATS METALSHIELD NE 300MM	LM	£7.09		Door:Rub down, prepare, spot prime and apply two coats of metalshield paint on existing painted external surfaces of metal frames ne 300mm girth.
436705	R	DOOR:PREPARE 2 COATS METALSHIELD METAL	IT	£46.83		Door:Rub down, prepare, spot prime and apply two coats of metalshield paint on existing painted external surfaces of any size single metal door (both sides and edges).

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
436707	R	DOOR:PREPARE 2 COATS METALSHIELD METAL GLAZED	IT	£37.98		Door:Rub down, prepare, spot prime and apply two coats of metalshield paint on existing painted external surfaces of any size single glazed metal door (both sides and edges).
436715	R	GATES:PREPARE 2 COATS METALSHIELD GATE AND POSTS	IT	£44.48		Gates:Wire brush, prepare, spot prime and apply two coats of metalshield paint to both sides of existing painted any size/type single metal gate including all edges and all surfaces of posts.
436717	R	RAILINGS-ORNAMENTAL:2 COATS METALSHIELD SURFACES	SM	£34.74		Balustrading:Wire brush, prepare, spot prime and apply two coats of metalshield paint on existing painted surfaces of ornamental metal balustrading, railings or gates (measured both sides).
436721	R	GUTTER:PREPARE 2 COATS METALSHIELD EAVES GUTTER	LM	£4.72		Gutter:Wire brush, prepare, spot prime and apply two coats of metalshield paint to existing painted surfaces outside of eaves gutter including brackets.
436725	R	RAILINGS etc-HAIRPIN:2 COATS METALSHIELD SURFACES	SM	£26.43		Railings, Fencing and Gates – Hairpin:Wire brush, prepare for and apply one coat of primer, two coats of metalshield paint on hairpin metal balustrading, railings or gates (measured both sides).
436727	R	RAILINGS–PLAIN OPEN:2 COATS METALSHIELD SURFACES	SM	£25.11		Railings, Fencing and Gates – Plain Open:Wire brush, prepare for and apply one coat of primer, two coats of metalshield paint on plain open metal balustrading, railings or gates (measured both sides).
436729	R	RAILINGS–CLOSE TYPE:2 COATS METALSHIELD SURFACES	SM	£22.93		Railings, Fencing and Gates – Close Type:Wire brush, prepare for and apply one coat of primer, two coats of metalshield paint on close type metal balustrading, railings or gates (measured both sides).
438001	R	SURFACES:PRIME PAINT GENERAL SURFACES TIMBER	SM	£24.66		Surfaces:Rub down, prepare and apply one coat of primer, one undercoat and two coats of gloss paint on general surfaces of woodwork.
438002	R	FASCIAS,SOFFITS ETC:PRIME PAINT TIMBER NE 300MM	LM	£6.66		Fascias, soffits, Bargeboards and the like:Rub down, prepare for, and apply one coat primer, one undercoat, two coats of gloss paint on surfaces of facias, soffits, bargeboards etc ne 300mm girth.
438009	R	FRAME:PREPARE PRIME PAINT TIMBER NE 300MM	LM	£8.41		Frame:Rub down, prepare and apply one coat of primer, one undercoat and two coats of gloss paint on timber frame ne 300mm girth.
438019	R	FENCING:PREPARE PRIME PAINT TIMBER FENCE NE 300MM	LM	£8.75		Fencing:Rub down, prepare for, and apply one coat primer, one undercoat, two coats of gloss paint on surfaces of fencing and posts ne 300mm girth.
438020	R	FENCING ISOLATED:PREPARE PRIME PAINT NE 300MM	LM	£8.41		Fencing:Rub down, prepare for, and apply one coat primer, one undercoat, two coats of gloss paint on isolated surfaces of fencing and posts ne 300mm girth.
438021	R	GATES:PREPARE PRIME PAINT TIMBER GATES POSTS	SM	£22.37		Gates:Rub down, prepare for, and apply one coat primer, one undercoat, two coats of gloss paint on surfaces of gates and posts (measured both sides).
438053	R	FENCING OPEN TYPE:PREPARE PRIME PAINT TIMBER	SM	£20.72		Fencing:Rub down, prepare for, and apply one coat primer, one undercoat, two coats of gloss paint on isolated surfaces of open type fencing and posts [measured overall face one side].
438055	R	FENCING CLOSE TYPE:PREPARE PRIME PAINT TIMBER	SM	£18.75		Fencing:Rub down, prepare for, and apply one coat primer, one undercoat, two coats of gloss paint on isolated surfaces of close type fencing and posts [measured overall face one side].
438112	R	FASCIAS,SOFFITS ETC:PAINT 2 GLOSS TIMBER NE 300MM	LM	£6.41		Fascias, soffits, Bargeboards and the like:Rub down, prepare for, and apply one undercoat, two coats of gloss paint on existing painted surfaces of facias, soffits, bargeboards etc ne 300mm girth.

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
438119	R	FENCING ISOLATED:PREPARE 2 GLOSS NE 300MM	LM	£6.46		Fencing:Rub down, prepare for, and apply one undercoat, two coats of gloss paint on existing painted surfaces of ranch fencing and posts ne 300mm girth.
438121	R	GATES:PREPARE 2 GLOSS TIMBER GATES POSTS	SM	£16.81		Gates:Rub down, prepare for, and apply one undercoat, two coats of gloss paint on existing painted surfaces of gates and posts (measured both sides).
438123	R	FENCING OPEN TYPE:PREPARE 2 GLOSS TIMBER	SM	£15.16		Fencing:Rub down, prepare for, and apply one undercoat, two coats of gloss paint on isolated surfaces of open type fencing and posts [measured overall face one side].
438125	R	FENCING CLOSE TYPE:PREPARE 2 GLOSS TIMBER	SM	£13.62		Fencing:Rub down, prepare for, and apply one undercoat, two coats of gloss paint on isolated surfaces of close type fencing and posts [measured overall face one side].
438162	R	FASCIAS,SOFFITS ETC:PAINT 1 GLOSS TIMBER NE 300MM	LM	£4.87		Fascias, soffits, bargeboards and the like:Rub down, prepare for, and apply one undercoat, one coats of gloss paint on existing painted surfaces of facias, soffits, bargeboards etc ne 300mm girth.
438169	R	FENCING ISOLATED:PREPARE 1 GLOSS NE 300MM	LM	£5.31		Fencing:Rub down, prepare for, and apply one undercoat, one coat of gloss paint on existing painted surfaces of ranch fencing and posts ne 300mm girth.
438171	R	GATES:PREPARE 1 GLOSS TIMBER GATES POSTS	SM	£11.19		Gates:Rub down, prepare for, and apply one undercoat, one coat of gloss paint on existing painted surfaces of gates and posts (measured both sides).
438173	R	FENCING OPEN TYPE:PREPARE 1 GLOSS TIMBER	SM	£10.28		Fencing:Rub down, prepare for, and apply one undercoat, one coat of gloss paint on isolated surfaces of open type fencing and posts [measured overall face one side].
438175	R	FENCING CLOSE TYPE:PREPARE 1 GLOSS TIMBER	SM	£9.19		Fencing:Rub down, prepare for, and apply one undercoat, one coat of gloss paint on isolated surfaces of close type fencing and posts [measured overall face one side].
438201	R	SURFACES:PREPARE PRIME 3 COATS DECORATIVE STAIN	SM	£15.45		Surfaces:Rub down, prepare for, and apply touch up primer and three coats of decorative wood stain on external general surfaces of woodwork.
438209	R	FRAME:PREPARE 3 COATS DECORATIVE FRAME NE 300MM	LM	£6.76		Frame:Rub down, prepare for, and apply touch up primer and three coats of decorative wood stain to external surfaces timber sub-frame, ne 300mm girth.
438219	R	FENCING:PREPARE 3 COATS DECORATIVE STAIN NE 300MM	LM	£7.63		Fencing:Rub down, prepare, apply touch up primer and three coats of decorative wood stain on surfaces of ranch fencing and posts ne 300mm girth.
438221	R	GATES:PREPARE 3 COATS DECORATIVE STAIN GATES POSTS	IT	£11.89		Gates:Rub down, prepare and apply three coats of decorative wood stain to both sides of any size type single timber gate including all edges and on general surfaces of posts.
438401	R	WALLS:PREPARE 2 COATS BITUMIN DAMP PROOF	SM	£12.09		Walls:Brush down and prepare for and apply two coats of bituminous emulsion damp-proofing solution general surfaces of walls.
438601	R	PIPEWORK:PREPARE 2 COATS ANTI CLIMB TO PIPES	LM	£10.83		Pipework:Wire brush, prepare for and apply one coat zinc phosphate primer and one coat of non-drying anti-vandal paint to external pipework, ne 300mm girth including brackets.
438611	R	WALLS:PREPARE APPLY 2 COATS ANTI CLIMB	SM	£15.89		Walls:brush down surfaces of brickwork, concrete or timber, apply one coat of primer and one coat of non-drying anti-vandal paint strictly in accordance with the manufacturers instructions.
439201	R	SURFACES:APPLY 1 COAT CUPRINOL TRADE	SM	£3.62		Surfaces:Rub down, prepare for and apply one coat of cuprinol trade cladding and fence opaque finish on external general surfaces of timber cladding etc.
439203	R	FENCING OPEN TYPE:APPLY 1 COAT CUPRINO TRADE	SM	£3.21		Fencing: Rub down, prepare for and apply one coat of cuprinol trade cladding and fence opaque finish on surfaces of timber open type fencing and posts. [measured overall one side]

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
439205	R	FENCING CLOSE TYPE:APPLY 1 COAT CUPRINO TRADE	SM	£3.50		Fencing:Rub down, prepare for and apply one coat of cuprinol trade cladding and fence opaque finish on surfaces of timber close type fencing and posts. [measured overall one side]
439207	R	GATES:APPLY 1 COAT CUPRINOL TRADE	SM	£3.78		Gates:Rub down, prepare for and apply one coat of cuprinol trade cladding and fence opaque finish on surfaces of timber gates and posts (measured both sides).
439211	R	SURFACES:APPLY 2 COAT CUPRINOL TRADE	SM	£5.36		Surfaces:Rub down, prepare for and apply two coats of cuprinol trade cladding and fence opaque finish on external general surfaces of timber cladding etc.
439213	R	FENCING OPEN TYPE:APPLY 2 COAT CUPRINOL TRADE	SM	£4.77		Fencing: Rub down, prepare for and apply two coats of cuprinol trade cladding and fence opaque finish on surfaces of timber open type fencing and posts. [measured overall one side]
439215	R	FENCING CLOSE TYPE:APPLY 2 COAT CUPRINOLTRADE	SM	£5.13		Fencing:Rub down, prepare for and apply two coats of cuprinol trade cladding and fence opaque finish on surfaces of timber close type fencing and posts. [measured overall one side]
439217	R	GATES:APPLY 2 COAT CUPRINOL TRADE	SM	£5.64		Gates:Rub down, prepare for and apply two coats of cuprinol trade cladding and fence opaque finish on surfaces of timber gates and posts (measured both sides).

CLEARANCE

Contractor to enter percentage (%) adjustment to the SoR costs (Column L) here: XXXXXXXXXX
 Column N will calculate to display your charge rate

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
460025	X	GARDEN: CLEAR DEBRIS	IT	£37.45		Garden: Clear away all litter and rubbish including scrap metal, timber, broken glass, garden debris, fallen leaves, dumped materials and stones, load up and remove from site to an approved tip.
460026	X	GARDEN: CLEAR EXCEPTIONAL DEBRIS	IT	£112.34		Garden: Clear up exceptionally littered overgrown garden, litter, rubbish, scrap metal, timber, broken glass, garden debris, fallen leaves, fly tipping, building debris, remove an approved tip.
460027	X	GARDEN: CUT GRASS NE 100MM HIGH	SM	£1.75		Garden: Litter pick including removal of minor objects and cut grass (ne 100mm high) with rotary or cylinder mower including bag up cut grass and remove.
460028	X	GARDEN: CUT GRASS OVER 100MM HIGH	SM	£2.19		Garden: Litter pick including removal of minor objects and cut grass (over 100mm high) with rotary or cylinder mower including bag up cut grass and remove.
460029	X	GARAGE: CLEAR DEBRIS	IT	£50.74		Garage: Clear out, and remove all contents to an approved tip and make ready for new tenant.
460101	U	GARDEN OR COMMUNAL AREA: LABOUR SKIP RUBBISH	NO	£345.93		Garden or Communal Area: Provide labour, skip or equivalent to remove from communal areas, fly tipping, environmentally unsound material, etc., to tip, landfill tax, wash, disinfect (per skip).
460103	U	GARDEN OR COMMUNAL AREA: LABOUR MINI-SKIP RUBBISH	NO	£203.88		Garden or Communal Area: Provide labour, mini-skip or equivalent to remove from communal areas, fly tipping, environmentally unsound material, etc., to tip, landfill tax, wash, disinfect (per skip).
460301	U	COMMUNAL WASTE CLEARANCE: FRIDGES, FREEZERS	NO	£65.81		Communal Waste: Environmental disposal of fly tipped domestic fridges, fridge/freezers, upright and chest freezers to approved disposal site, landfill tax, (per appliance). [C.R. to instruct]
460303	U	COMMUNAL WASTE CLEARANCE: CALOR GAS BOTTLES	NO	£24.11		Communal Waste: Environmental disposal of fly tipped calor gas bottles to approved disposal site, landfill tax, (per bottle). [MOV applicable if sole item on Order] [C.R. to instruct]
460305	U	COMMUNAL WASTE: TV'S AND COMPUTER MONITORS	NO	£17.41		Communal Waste: Environmental disposal of fly tipped television or computer screens to approved disposal site, landfill tax, (per item).). [MOV applicable if sole item on Order] [C.R. to instruct]
460307	U	COMMUNAL WASTE: COMPUTER DESK TOP UNITS	NO	£14.60		Communal Waste: Environmental waste disposal of fly tipped computer cpu's to approved disposal site, landfill tax, (per item).). [MOV applicable if sole item on Order] [C.R. to instruct]
460309	U	COMMUNAL WASTE CLEARANCE: CAR TYRES	NO	£13.10		Communal Waste: Environmental disposal of fly tipped car or van tyres including rims to approved disposal site, landfill tax, (per tyre). [MOV applicable if sole item on Order] [C.R. to instruct]
460311	U	COMMUNAL WASTE: CAR OR VAN BATTERIES	NO	£15.41		Waste Clearance: Environmental waste disposal of fly tipped car or van batteries to approved disposal site, landfill tax, (per battery).). [MOV applicable if sole item on Order] [C.R. to instruct]
460313	U	COMMUNAL WASTE CLEARANCE: COOKERS	NO	£27.81		Communal Waste: Environmental disposal of fly tipped domestic cookers, hobs etc., to approved disposal site, landfill tax, (per appliance). [MOV applicable if sole item on Order] [C.R. to instruct]

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
460315	U	COMMUNAL WASTE CLEARANCE:FLUORESCENT TUBES	NO	£3.26		Communal Waste:Environmental disposal of fly tipped fluorescent tubes to approved disposal site including cost of landfill tax, (per tube). [MOV applicable if sole item on Order] [C.R. to instruct]
460317	U	COMMUNAL WASTE CLEARANCE:PAINT CANS	NO	£3.76		Communal Waste:Environmental disposal of fly tipped paint cans to approved disposal site, landfill tax, (per can). [MOV applicable if sole item on Order] [C.R. to instruct]
460401	X	TURF:RENEW	SM	£7.31		Turf:Lift existing mown turf, make good existing area with top soil, remove spoil, lay new Standard quality turves, with broken joints tight to its neighbour, roll and brush-in sandy compost
460403	X	TURF:CLEAR BONFIRE LAY NEW TURF	SM	£14.50		Turf:Clear bonfire and adjacent areas of all debris, metal, timber, broken glass, rubbish, unburnt material, sweep up ashes, remove spoil, dig out area of grass affected, lay new turves.
460451	X	SHRUB:PRUNE	NO	£4.98		Shrub:Prune any variety of shrub, by hand or using power hedge trimmer including raking up cuttings and removal of debris to tip including landfill tax.
460453	X	SHRUB:DIG OUT OVERGROWN	NO	£16.31		Shrub:Dig out any size of overgrown shrub including roots, including levelling ground and remove all old shrub material to tip including landfill tax.
460461	X	HEDGES:CUT OVERGROWN	LM	£9.60		Hedges:Cut back and neatly trim top and sides of overgrown hedge and remove all clippings from site to tip including landfill tax.
460471	X	TREE:PRUNE	IT	£22.11		Trees:Prune base and side growth for a height not exceeding 2.40m high of tree including basal growth and suckers, paint pruning cuts with approved compound, and remove spoil.
460473	X	TREE:CUT DOWN GIRTH UP TO 450MM	IT	£236.48		Trees:Cut down existing trees of girth up to 450mm, dig out or stump grind out the stump and roots and remove spoil: fill the resultant hole with approved material.
460475	X	TREE:DIG OUT SEEDLING UP TO 150 MM GIRTH	IT	£39.41		Trees:Dig out seedling trees up to 150mm girth including roots, including levelling ground and remove all debris off site to tip including landfill tax.
460481	X	FENCE LINE:STRIM TO CLEAR	LM	£3.50		Fence Line:Strim to clear fence line of undergrowth etc, and remove all debris off site to tip including landfill tax.
46048a		WEEDS: USE APPROVED WEED KILLER	SM	£1.00		Weeds: Use approved weed killer to all weeded area of garage forecourt. Leave appropriate time and return to remove killed weeds.

RAINWATER GOODS

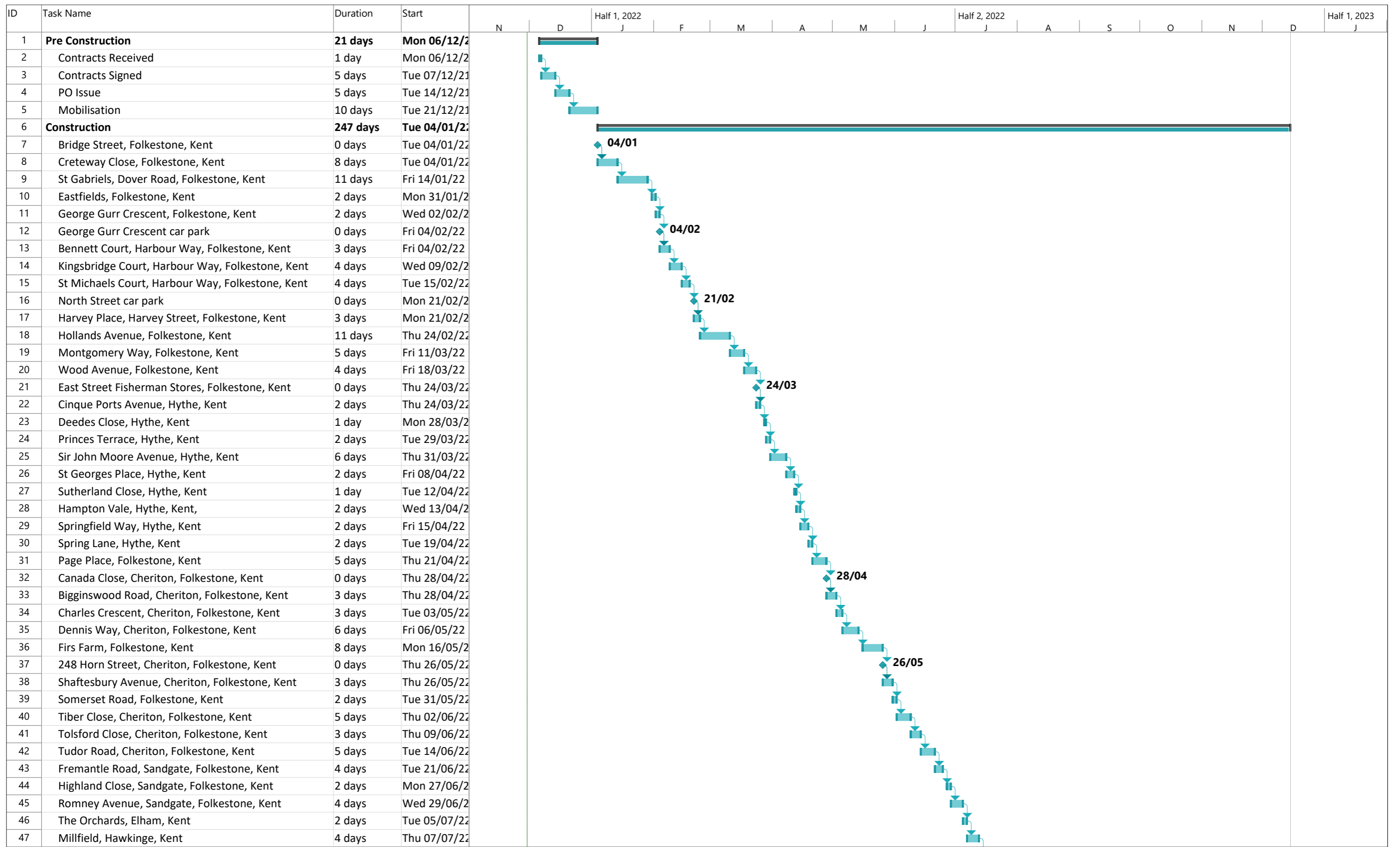
Contractor to enter percentage (%) adjustment to the SoR costs (Column L) here:

Column N will calculate to display your charge rate

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
601101	R	DOWNPIPE:RENEW PVCU NE 2 STOREY	IT	£104.48		Downpipe:Renew round or square PVCu downpipe to ne 2 storey dwelling complete with new brackets branches, offset projections, hopperhead, shoe, terminal, slate, cut, make joints, make good.
601103	R	DOWNPIPE:RENEW PVCU 2-4 STOREY	IT	£188.95		Downpipe:Renew round or square PVCu downpipe to over 2, ne 4 storey dwelling with new brackets branches, offset projections, hopperhead, shoe, terminal, slate, cut, make joints, make good.
601105	R	DOWNPIPE:RENEW PVCU PIPE	LM	£17.98		Downpipe:Renew round or square PVCu downpipe, remove and refix or renew pipe brackets plugged and screwed to brickwork including cutting and make joints, make good to structure, finishes.
601107	R	DOWNPIPE:RENEW NE 300MM PVCU OFFSET	NO	£30.57		Downpipe:Renew any type of PVCu offset, ne 300mm projection including all cutting and remake joints, make good to structure and finishes.
601109	R	DOWNPIPE:RENEW PVCU HOPPERHEAD	NO	£25.37		Downpipe:Renew any type of PVCu downpipe hopperhead, plugged and screwed to brickwork including all cutting and remake joints, make good to structure and finishes.
601111	R	DOWNPIPE:RENEW PVCU SHOE	NO	£9.44		Downpipe:Renew any type of PVCu downpipe shoe plugged and screwed to brickwork including all cutting and remake joints, make good to structure and finishes.
601113	R	DOWNPIPE:RENEW PVCU BRANCH	NO	£30.09		Downpipe:Renew round or square PVCu branch including all cutting and make joints, make good to structure and finishes.
601119	R	DOWNPIPE:RENEW OR REFIX PVCU CLIP	NO	£5.98		Downpipe:Refix or renew clip to PVCu downpipe plugged and screwed to brickwork and make good to structure and finishes.
601121	R	DOWNPIPE:REMOVE AND REFIX PVCU COMPLETE	LM	£15.89		Downpipe:Take down any PVCu downpipe, remove and refix pipe brackets, fixed to brickwork and refix downpipes including all hopperheads offsets, shoes remake all joints, make good structure, finishes.
601125	R	DOWNPIPE:REMAKE PVCU JOINTS OR REFIX FITTING	IT	£11.63		Downpipe:Remake any loose or leaking PVCu downpipe joint or joints to any fitting, renew drain connection adaptor or remake joint to drain or gully connection, make good (per downpipe)
601503	R	DOWNPIPE:RENEW UPTO 100MM CAST IRON PIPE	IT	£103.50		Downpipe:Renew length of ne 100mm diameter cast iron downpipe, remove, refix or renew pipe brackets fixed to brickwork, cut and make joints, make good to structure, finishes, decorate to match.
601505	R	DOWNPIPE:REMOVE AND REFIX CAST IRON COMPLETE	LM	£21.51		Downpipe:Take down any cast iron downpipe, remove refix pipe brackets fixed to brickwork and refix downpipes, hopper heads, offsets, branches, shoes remake all joints, make good, touch up.
601507	R	DOWNPIPE:RENEW CAST IRON PIPE BRACKET	NO	£30.17		Downpipe:Renew any diameter cast iron downpipe bracket plugged and screwed to brickwork, make good to structure and finishes and decorate to match existing.
601509	R	DOWNPIPE:REFIX LOOSE CAST IRON BRACKET	NO	£5.49		Downpipe:Refix loose cast iron downpipe bracket, including replugging and screwing to brickwork, make good to structure and finishes and decorate to match existing.
601511	R	DOWNPIPE:REMAKE CAST IRON JOINTS	IT	£13.28		Downpipe:Remake any loose or leaking cast iron downpipe joint or joints to any fitting, make good to structure and finishes and decorate to match existing.

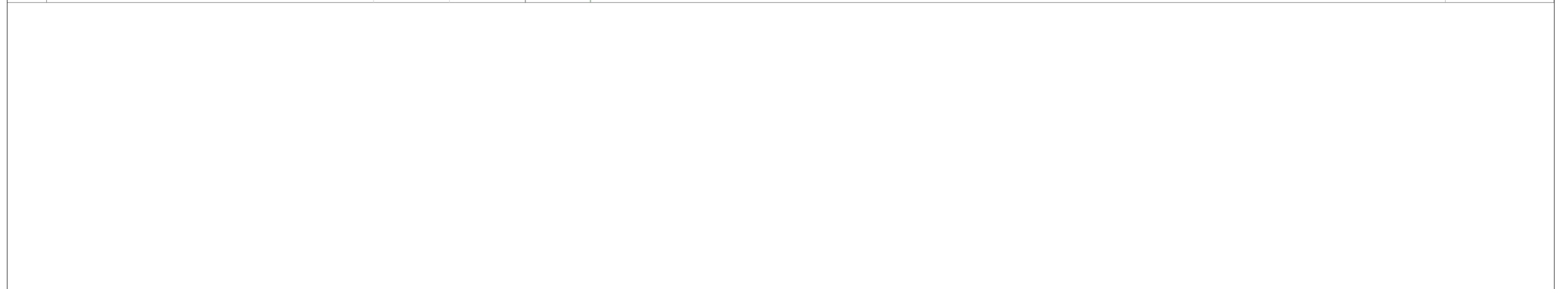
NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
603101	R	GUTTER:RENEW 112MM PVCU COMPLETE	LM	£31.73		Gutter:Renew with ne 112mm PVCu gutter of any profile with support brackets, angles, outlets stop ends, cutting, make gutters line and level, connections to existing guttering and downpipes.
603103	R	GUTTER:RENEW 150MM PVCU COMPLETE	LM	£41.86		Gutter:Renew with 150mm PVCu gutter of any profile with support brackets, angles, outlets stop ends, cutting, make gutters line and level, connections to existing guttering and downpipes.
603105	R	GUTTER:RENEW 112MM PVCU	LM	£20.08		Gutter:Renew ne 112mm PVCu gutter of any profile, including support brackets fixed to fascia including cutting, make joints, line and level and connection to existing guttering.
603107	R	GUTTER:RENEW 150MM PVCU	LM	£27.02		Gutter:Renew 150mm PVCu gutter of any profile, including support brackets fixed to fascia including cutting, make joints, line and level and connection to existing guttering.
603109	R	GUTTER:REALIGN PVCU GUTTER	LM	£8.52		Gutter:Take down any PVCu gutter, remove and refix brackets to fascia and refix gutter to brackets to line and level including all angles, outlets and stop ends and remake all joints.
603111	R	GUTTER:RENEW PVCU STOP END	NO	£6.89		Gutter:Renew PVCu gutter stop end of any profile, including remake joints and line and level.
603115	R	GUTTER:RENEW PVCU OUTLET	NO	£12.10		Gutter:Renew PVCu gutter outlet of any profile, including remake joints and line and level.
603119	R	GUTTER:RENEW PVCU ANGLE	NO	£12.56		Gutter:Renew PVCu gutter angle of any profile including remake joints and line and level.
603123	R	GUTTER:RENEW PVCU UNION	NO	£11.36		Gutter:Renew PVCu gutter union or fitting rubbers of any profile including remake joints and line and level.
603127	R	GUTTER:RENEW PVCU BRACKET	NO	£6.35		Gutter:Renew PVCu gutter bracket of any profile including remake joints and line and level.
603131	R	GUTTER:TAKE DOWN AND REFIX PVCU OUTLET	NO	£7.85		Gutter:Take down any PVCu gutter outlet and refix and remake joints.
603133	R	GUTTER:REMAKE PVCU JOINT	NO	£5.28		Gutter:Remake any loose or leaking PVCu gutter joint or joints to fittings including break joint, clean out and make joint, and line and level.
603301	R	GUTTER:RENEW IN CAST IRON COMPLETE	LM	£59.21		Gutter:Renew ne 125mm cast iron gutter of any profile with support brackets, angles, outlets and stop ends, cutting, make gutters line and level, connections to existing guttering, decorate
603303	R	GUTTER:RENEW LENGTH OF CAST IRON	LM	£66.97		Gutter:Renew ne 125mm cast iron gutter of any profile with support brackets fixed to fascia including cutting, make joints, line and level, connections to existing guttering, decorate.
603305	R	GUTTER:REALIGN CAST IRON GUTTER	LM	£11.12		Gutter:Take down any cast iron gutter, remove and refix brackets to fascia and refix gutter to brackets, including all angles, outlets and stop ends, remake all joints and touch up decorations.
603307	R	GUTTER:RENEW CAST IRON STOP END	NO	£18.26		Gutter:Renew ne 125mm cast iron gutter stop end of any profile, including remake joint, line and level, decorate to match existing to outside, one coat of bitumastic paint to inside.
603309	R	GUTTER:RENEW CAST IRON OUTLET	NO	£38.51		Gutter:Renew ne 125mm cast iron gutter outlet of any profile, including remake joint, line and level, decorate to match existing to outside, one coat of bitumastic paint to inside.

NHF CODE	PRI	PROPERTY HISTORY FILE DESCRIPTION	Ver 6 UOM	Total Rate	Contractor's Adjusted SoR (Base + %)	WORKS ORDER DESCRIPTION
603311	R	GUTTER:RENEW CAST IRON ANGLE	NO	£38.36		Gutter:Renew ne 125mm cast iron gutter angle of any profile, including remake joint, line and level, decorate to match existing to outside, one coat of bitumastic paint to inside.
603313	R	GUTTER:RENEW CAST IRON UNION	NO	£33.10		Gutter:Renew ne 125mm cast iron gutter Union of any profile, including remake joint, line and level, decorate to match existing to outside, one coat of bitumastic paint to inside.
603315	R	GUTTER:RENEW CAST IRON BRACKET	NO	£19.59		Gutter:Renew gutter bracket for cast iron gutter including line and level, and rub down, prepare for and decorate to match existing.
603317	R	GUTTER:TAKE DOWN AND REFIX CAST IRON OUTLET	NO	£26.22		Gutter:Take down any cast iron gutter outlet and refix, remake all joints, and touch up decorations.
603319	R	GUTTER:REMAKE CAST IRON JOINTS	NO	£11.84		Gutter:Remake any cast iron gutter joint including break joint, clean out and make joint, and touch up decorations.
603901	R	DOWNPIPE:CLEAR BLOCKAGE NE 2 STOREY	IT	£11.43		Downpipe:Clear blockage from downpipe ne 2 storey including gain access, rod, flush out and test including clean out gulley and remove spoil on completion (not to be claimed with 603903).
603902	R	DOWNPIPE:CLEAR BLOCKAGE 2 TO 4 STOREY	IT	£23.39		Downpipe:Clear blockage from downpipe any 2 to 4 storey including gain access, rod, flush out and test including clean out gulley and remove spoil on completion (not to be claimed with 603903).
603903	R	GUTTER:CLEAN AND FLUSH OUT PER ELEVATION	IT	£23.39		Gutter:Clean out debris from gutters to any type of property including flush out and test, rod downpipe including clean out gulley and remove spoil on completion (per elevation).
603905	R	HOPPER:CLEAR OUT BLOCKED HOPPERHEAD	NO	£9.35		Hopper:Clear out blocked hopperhead including rod if necessary, flush out and test and remove spoil on completion.
603907	R	FLAT ROOF OUTLET:CLEAR BLOCKED	IT	£12.99		Flat Roof Outlet:Clear out blocked flat roof outlet including rod if necessary, flush out and test and remove spoil on completion.



Project: Garage Refurbishment Date: Tue 30/11/21	Task		Project Summary		Manual Task		Start-only		Deadline	
	Split		Inactive Task		Duration-only		Finish-only		Progress	
	Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
	Summary		Inactive Summary		Manual Summary		External Milestone			

ID	Task Name	Duration	Start	Half 1, 2022							Half 2, 2022							Half 1, 2023		
				N	D	J	F	M	A	M	J	J	A	S	O	N	D	J		
48	Palmtree Way, Lyminge, Kent	3 days	Wed 13/07/22																	
49	Belcaire Close, Lymyne, Kent	2 days	Mon 18/07/22																	
50	Newington Peene, Folkestone, Kent, CT18 8BE	2 days	Wed 20/07/22																	
51	Castle Crescent, Saltwood, Kent	2 days	Fri 22/07/22																	
52	Brook Lane Cottages, Brook Lane, Sellindge, Ashford, Kent	2 days	Tue 26/07/22																	
53	Greenfields, Sellindge, Kent	6 days	Thu 28/07/22																	
54	Minnis Field, Stelling Minnis, Kent	0 days	Fri 05/08/22																	
55	Churchlands, New Romney, Kent	5 days	Fri 05/08/22																	
56	Langport Road, New Romney, Kent	3 days	Fri 12/08/22																	
57	Marsh Crescent, New Romney, Kent	3 days	Wed 17/08/22																	
58	Prescott House, Rolfe Lane, New Romney, Romney Marsh, Kent	1 day	Mon 22/08/22																	
59	St Martins Road, New Romney, Kent	9 days	Tue 23/08/22																	
60	Wiles Avenue, New Romney, Kent	4 days	Mon 05/09/22																	
61	Brooks Way, Lydd, Romney Marsh, Kent	3 days	Fri 09/09/22																	
62	Queens Way, Lydd, Romney Marsh, Kent	5 days	Wed 14/09/22																	
63	The Derings, Lydd, Romney Marsh, Kent	6 days	Wed 21/09/22																	
64	The Green, Lydd, Romney Marsh, Kent	1 day	Thu 29/09/22																	
65	Tourney Road, Lydd, Romney Marsh, Kent	8 days	Fri 30/09/22																	
66	Vinelands, Lydd, Romney Marsh, Kent	6 days	Wed 12/10/22																	
67	Salthouse Close, Brookland, Romney Marsh, Kent	4 days	Thu 20/10/22																	
68	The Green, Burmarsh, Romney Marsh, Kent	0 days	Wed 26/10/22																	
69	Dunkirk Close, Dymchurch, Romney Marsh, Kent	6 days	Wed 26/10/22																	
70	Marshlands, Dymchurch, Romney Marsh, Kent, TN29 OPY	6 days	Thu 03/11/22																	
71	Marine Avenue, Dymchurch, Romney Marsh, Kent	2 days	Fri 11/11/22																	
72	Patchways, Newchurch, Romney Marsh, Kent	2 days	Tue 15/11/22																	
73	Grassmere, St Marys Bay, Kent	6 days	Thu 17/11/22																	
74	Meads Way, St Marys Bay, Kent	6 days	Fri 25/11/22																	
75	Newlands, St Marys Bay, Kent	7 days	Mon 05/12/22																	
76	Bigginwood Rd car park	0 days	Wed 14/12/22																	
77	Dymchurch Rd car park	0 days	Wed 14/12/22																	



Project: Garage Refurbishment
Date: Tue 30/11/21

Task		Project Summary		Manual Task		Start-only		Deadline	
Split		Inactive Task		Duration-only		Finish-only		Progress	
Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
Summary		Inactive Summary		Manual Summary		External Milestone			

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Supplier Response Document**



Garage Refurbishment Works

October 2021

CONTENTS

Section 1 – Supplier details

Section 2 – Technical and quality questions

Section 3 – Pricing schedule

Section 4 – Terms & conditions of contract

Section 5 – Declarations

REQUIRED DOCUMENTS

Please also complete and provide:

- Appendix B – pricing schedule
- ITT sub-contractor information (if applicable)

APPENDICES

Please list any additional documents you have submitted with your tender:

-

SECTION 1 – SUITABILITY QUESTIONNAIRE

1.1 ORGANISATION DETAILS

This section is for information only, but must be completed in full.

The terms 'the organisation' and 'your organisation' used in this document mean your business, company, charity, partnership or any other type of organisation identified below.

Full name of the organisation submitting this tender	Bell Decorating Group Limited
Registered office address:	Bell Business Park, Rochsolloch Road, Airdrie, North Lanarkshire, ML6 9BG
Company registration or charity registration number	SC114142
VAT registration number	481 23 43 60
Name of immediate parent company	Bell Group UK Limited
Name of ultimate parent company	CBT Holdings Limited
Type of organisation: <ul style="list-style-type: none"> • public limited company (PLC) • limited company (LTD) • limited liability partnership (LLP) • other partnership • sole trader • third sector (charity) • other (please explain) 	please state which: Limited Company
Are you a Small, Medium or Micro Enterprise (SME)?	No
Contact details for questions about this tender	
Name:	██████████
Phone:	██████████
Mobile:	██████████
Email:	submissions@bellgroup.co.uk

Sole bidding organisation

You are a 'sole bidding organisation' if this tender is submitted for your company only. If you intend to use sub-contractors, consultants or other partner organisations to deliver the contract, you do not need to identify them in your response*. Your company will be entirely liable to Folkestone & Hythe District Council (F&HDC) for the delivery of the requirements of the contract.

*Exception: where sub-contractors will play a significant role in the delivery of the services (e.g. more than 50%) please refer to Section 1.1

Consortia, partnerships and joint ventures

If you are tendering for this contract on behalf of a group of companies (a consortium, partnership or joint venture) the following information must be provided:

- Full details of the consortium, partnership or joint venture and
- Information sought in this questionnaire in respect of each of the consortia, partnership or joint venture constituent members as part of a single response.

If you propose to create a separate corporate entity for this contract, you must provide details of the actual or proposed percentage shareholding of the constituent members within the consortium in a separate schedule (how much of the new organisation each member will own).

F&HDC reserves the right to require a successful consortium to form a single legal entity in accordance with Regulation 19(6) of the Public Contracts Regulations 2015.

If there is a change in the consortium, partnership or joint venture you must inform F&HDC immediately.

Special Purpose Vehicles (SPV)

You are a 'Special Purpose Vehicle' (SPV) if you have formed (or will form) a new legal entity for the purpose of bidding for this contract, with the intention that this organisation will be awarded the contract.

In addition the member organisation of the special purpose vehicle will be required to be jointly and severally liable to the Council for the delivery of the requirements of the contract, regardless of

- (a) the value of their contributions in respect of the contract sum, time, volume, quality or any other considerations, or
- (b) the future organisational or legal standing of the special purpose vehicle.

You must inform F&HDC of any withdrawal of members of the SPV during or subsequent to the ITT so that the implications of such a withdrawal may be assessed.

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Consortia and sub-contracting (please tick)	
a) Your organisation is bidding to deliver the contract itself	✓
b) Your organisation is bidding in the role of prime contractor and intends to use third parties to deliver some of the contract If more than 50% of the work will be completed by sub-contractors, please complete the sub-contractor information template provided.	
c) Bidding organisation is a consortium, joint venture or partnership	
d) Bidding organisation is a special purpose vehicle	
<p>If your answer is (c) or (d) please provide a separate document explaining which member of the group will be responsible for providing each part of the contract.</p>	

for non-UK organisations only	
<p>Is your organisation registered with the appropriate trade or professional register(s) in the EU member state where it is established?</p> <p>If yes, please provide details and any registration numbers.</p>	<p>N/A Yes / No</p>
<p>Is it a legal requirement in the state where you are established for you to be licensed or a member of a particular organisation in order to provide the services in this procurement?</p> <p>If yes, please provide details of what is required and confirm that you have complied with this.</p>	<p>N/A Yes / No</p>

1.2 GROUNDS FOR MANDATORY REJECTION

This Section is **PASS/FAIL**. If you answer 'yes' to any question in this section your tender will be rejected.

If you are unsure how to respond you should contact us for advice before completing this form.

If you are bidding as a consortium, partnership, joint venture or special purpose vehicle: your response must apply to all members.

<p>1.2.1 Details about the grounds for mandatory rejection are set out on online (go to gov.uk webpage).</p> <p>If your organisation or any other person who has powers of representation, decision or control in your organisation has been convicted anywhere in the world for any of the offenses below within the last 5 years, please mark which.</p>	<p>Answer</p>
(a) Participation in a criminal organisation.	No
(b) Corruption.	No
(c) Fraud.	No
(d) Terrorist offences or offences linked to terrorist activities	No
(e) Money laundering or terrorist financing	No
(f) Child labour and other forms of trafficking in human beings	No
(g) Has your organisation been in breach of tax payment or social security contribution obligations?	No
<p>1.2.2 If you answered "yes" to any of (a) to (f) above, please provide:</p> <ul style="list-style-type: none"> • Date of conviction; • which the conviction was for; • the reasons for conviction; and • Identity of who has been convicted <p>If the relevant documentation is available online, please provide:</p> <ul style="list-style-type: none"> • the web address; • issuing authority; and • reference of the documents 	

Not applicable
1.2.3 If you answered "yes" to (g) above, (a) provide details. (b) confirm you have paid, or have entered into a binding arrangement to pay, the outstanding sum (and any accrued interest or fines).
Not applicable

1.3 GROUNDS FOR DISCRETIONARY REJECTION

This Section is **PASS/FAIL**. If you answer 'yes' to any question F&HDC is entitled to reject your tender but can choose to allow you to proceed further, after considering your circumstances.

If you answer 'yes' to any question, please set out (in 1.3.1) the full details of the relevant incident and any remedial action taken. F&HDC will consider your response before making a decision about whether or not to include your tender in its evaluations or to reject it.

If you are bidding as a consortium, partnership, joint venture or special purpose vehicle: your response must apply to all members.

1.3.1 Details about the grounds for discretionary rejection are set out on online (go to gov.uk webpage) . Do any of the below apply or have applied to your organisation or any other person who has powers of representation, decision or control in your organisation within the last 3 years?	Answer
(a) Breach of environmental obligations?	No
(b) Breach of social obligations?	No
(c) Breach of labour law obligations?	No
(d) Bankruptcy or gone into liquidation or receivership? Or currently subject to proceedings for the appointment of a receiver, manager or administrator on behalf of a creditor?	No
(e) Committed an act of grave misconduct in the course of your business or profession? Or been convicted of a criminal offence relating to the conduct of your business or profession?	No
(f) been significantly or persistently deficient in the performance of a previous public contract, leading to early termination of	No

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the contract, damages, or other comparable sanctions	
1.3.2 Conflict of interest	
(a) Is any officer, employee or consultant of your organisation an employee or ex-employee of F&HDC or in any way connected to an employee or ex-employee of F&HDC? Or Is any officer, employee or consultant of your organisation an elected member of the Authority or someone who has been an elected member?	No
(b) Is any officer, employee or consultant of your organisation involved in any other organisation that may be interested in bidding for F&HDC services under this tender process?	No
(c) Been involved in the preparation of this procurement process, design of services, or tender documents?	No
(d) Obtained or attempted to obtain confidential information, or entered into unlawful agreements with competitors whose to restrain or distort competition, or influenced or attempted to influence the evaluation panel or F&HDC in the process of preparing this tender?	No
(e) Aware of any other conflicts of interest in submitting this tender or which may occur in delivering the services?	No
1.3.3 If the answer to any of the criteria listed in 1.3.1 or 1.3.2 above is “yes”, please give details, including action has been taken to remedy the situation.	
Not applicable	

1.4 ECONOMIC & FINANCIAL STANDING

This Section is risk based **PASS/FAIL**.

You are not required to submit any financial documents at this time, but F&HDC reserves the right to request further information and or request a credit agency report.

If you are bidding as a consortium, partnership, joint venture or special purpose vehicle:
we will obtain this information for each member of the group. The threshold for turnover can be met entirely by one member or by a combination of members; it is not necessary for each member to individually meet the threshold.

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1.4.1	Is your annual turnover (at the date of the last audited accounts) greater than £400,000 GBP?	Yes
1.4.2	If the audited accounts dated more than 6 months ago, has been any material change in the financial or trading conditions of your organisation?	No material change
1.4.3	If your organisation has been trading for fewer than 12 months, is your projected annual turnover greater than £400,000 GBP?	Not applicable
1.4.4	Please list which you are able to provide: A copy of your audited accounts for the last two years, Or financial statements for the most recent year, Or a statement of the cash flow forecast for the current year and a bank letter outlining the current cash and credit position.	Please find our audited accounts for the past two years attached as appendix 1.4.4.
1.4.5	If you cannot provide one of the above, please explain why and list any other financial information you can provide.	Not applicable.
1.4.6	If you have a parent company are you able to provide parent company accounts?	Yes
1.4.7	If you have a parent company is the parent company willing to provide a guarantee at F&HDC's request?	Yes
1.4.8	If you do not have a parent company Or your parent company will not offer a Parent Company Guarantee will you be able to obtain a guarantee elsewhere (e.g. from a bank)?	Yes

1.5 INSURANCE

This Section is **PASS/FAIL**. Your organisation will fail if it does not hold or is unwilling to obtain the minimum levels of insurance required.

You are not required to submit any evidence at this time. If you are successful, you will be asked to provide evidence in the form of copies of policies, letters of confirmation from insurers (or Brokers).

If you are bidding as a consortium, partnership, joint venture or special purpose vehicle: you must be adequately covered as a whole but may do so through any combination of policies of member organisations.

1.5.1 Is your Public Liability indemnity cover greater than £5 million GBP per incident?	Yes
1.5.2 Is your Employers Liability cover greater than £5 million GBP per incident (or the amount required by law)?	Yes
1.5.3 Is your Professional Indemnity cover greater than £2 million GBP per incident?	Yes

1.6 HEALTH & SAFETY

If you are bidding as a consortium, partnership, joint venture or special purpose vehicle: the lead member must ensure that this information is shared with all members. The lead member must confirm that all members understand and agree their obligations in this section.

Your organisation must:

- Ensure that its entire workforce and all sub-contractors will comply with all relevant health and safety legislation as well as any requirements or instructions from F&HDC.
- Have appointed a competent person with overall responsibility for health and safety that is duly authorised in the organisation.
- Have processes in place for the identification of training needs and delivery of training to its workforce appropriate to the work for which it is bidding.
- Have processes in place for the development of risk assessments and method statements relevant to the nature of the work for which it is bidding that will identify, manage and mitigate associated risks and hazards.

If your organisation has five or more employees

- have in place a written health and safety policy as required by Section 2(3) of the Health and Safety at Work etc Act 1974 and issue any codes of safe working practices to your workforce.

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This policy must provide details of the competent person or persons that have been appointed on behalf of the organisation to undertake the measures needed to comply with the requirements and prohibitions of the Management of Health and Safety at Work Regulations 1999.

F&HDC may verify your compliance with the above requirements at any stage of the procurement process or during the life of the contract, by means of policy checking, validation of accreditations, site audits or any other method it deems appropriate.

Further information on employers' health and safety obligations can be found on the Health and Safety Executive website at [hse.gov.uk/simple-health-safety/index](https://www.hse.gov.uk/simple-health-safety/index).

Specific guidance on how to write a policy and risk assessment is available at [hse.gov.uk/simple-health-safety/write](https://www.hse.gov.uk/simple-health-safety/write).

Please confirm that you understand and agree to your obligations as described above	Yes
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1.7 EQUALITY & DIVERSITY

If you are bidding as a consortium, partnership, joint venture or special purpose vehicle: your response must apply to all members.

1.7.1 Does your organisation comply with its legal obligations under the Equality Act 2010, relating to the protected characteristics as follows?	Answer
Age	Yes
Disability	Yes
Gender reassignment	Yes
Marriage and civil partnership	Yes
Pregnancy and maternity	Yes
Race	Yes
Religion or belief	Yes
Sex	Yes

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Sexual orientation	Yes
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1.7.2 In the last three years has any finding of unlawful discrimination been made against your organisation by any court or industrial or employment tribunal? Or in comparable proceedings in any jurisdiction other than the UK?	No
1.7.3 In the last three years has any finding of unlawful discrimination been made against your organisation as a result of a formal investigation by the Equality and Human Rights Commission (EHRC) or any relevant statutory European Body?	No
<p>1.7.4 If the answer to either 1.8.2 or 1.8.3 was Yes, provide the following information:</p> <p>(a) If your organisation was required to take action, did the action taken satisfy the relevant organisation?</p> <p>(b) what action your organisation was required to take</p> <p>(c) what action your organisation took. If your organisation did not take the required action, explain why not.</p> <p>You may be excluded if you are unable to demonstrate to F&HDC's satisfaction that appropriate remedial action has been taken to prevent similar unlawful discrimination occurring in the future.</p>	
Not applicable	
1.7.5 If you use sub-contractors, do you have processes in place to check whether any of the above apply to your sub-contractors?	Yes

1.8 MODERN SLAVERY

1.8.1 Section 54 of the Modern Slavery Act 2015 requires organisations with a turnover of £36 million or more to develop a slavery and human trafficking statement each year. Does this requirement apply to your organisation?	Yes
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<p>Guidance about the Modern Slavery Act 2015 can be found online (go to gov.uk webpage)</p>	
<p>1.8.2 If you have answered 'yes' to 1.8.1 are you compliant with the annual reporting requirements contained within Section 54 of the Act 2015?</p> <p>If yes, provide the web address where your report can be found</p> <p>If no, please explain.</p>	<p>Yes</p>
<p>1.8.3 <i>This question is for information only. Your tender will not be rejected if the answer is 'no'.</i></p> <p>If you have answered 'no' to 1.8.1, do you have a modern slavery policy or measures in place to mitigate the risk of modern slavery in your organisation and in your supply chain?</p> <p>This would include checks made on your staff and people who work for your organisation through subcontractors and agencies.</p> <p>If yes, please provide details of the measures currently in place.</p>	<p>Yes</p> <p>https://www.bellgroup.co.uk/wp-content/uploads/2021/09/Bell-Group-UK-Modern-Slavery-and-Human-Trafficking-Policy-Statement.pdf</p>
<p>1.8.4 <i>This question is for information only. Your tender will not be rejected if the answer is 'no'.</i></p> <p>Are all of your employees paid at the National Living Wage (NLW) or higher?</p> <p>The current rate of NLW can be found online (go to gov.uk webpage)</p>	<p>Yes, we pay National Living Wage as a minimum to all our employees, including employees under 25 years of age.</p>

1.9 WHISTLEBLOWING

<p>1.9.1 Do you have a Whistleblowing policy in place; or do you agree to have in place or adopt F&HDC's Whistleblowing policy by contract award?</p> <p>(go to F&HDC's policy page)</p>	<p>Yes</p>
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SECTION 2 – TECHNICAL AND QUALITY QUESTIONS

2.1 CAPABILITY

This section is **PASS/FAIL**. A bidding organisation will fail if it cannot provide details of up to 3 contracts that demonstrate technical capability or provide alternative evidence.

RELEVANT EXPERIENCE AND CONTRACT EXAMPLES

Please provide details of up to three contracts from the public, private or voluntary sector, that are relevant to the services described in this tender.

Contracts for the supply of goods or services should be from the past three years. Works contracts may be from the past five years.

The customer contact for each example should be prepared to speak to F&HDC to confirm the accuracy of the information provided below.

Suppliers should not use previous work for or associated with F&HDC in these examples.

	Contract 1	Contract 2	Contract 3
Name of Customer Organisation	MHS Homes	Hexagon Housing	Places for People
Contact name, telephone number & and email	██████████ ██████████████████ ██████████████████ ██████████████████	██████████ ██████████████████ ██████████████████ ██████████████████	██████████ ██████████████████ ██████████ ██████████████████
Start date	2016	2017	2017
End date	2022 (recently been awarded a new	2022	Ongoing

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	3-year contract)		
Estimated Contract Value	Approx. £700,000 per annum	Approx. £600,000	£1,000,000
Brief description of contract	<p>MHS Homes own and manage more than 9,000 homes, with around 20,000 residents offering social rent and part buy/rent and private rented properties. As part of their a tender process, they set out to appoint an experienced contractor with a local base, to undertake External Repairs and Decorating to occupied properties across North Kent.</p> <p>DESCRIPTION OF WORKS We have been providing external works for MHS since securing a three-year contract in 2016. This led to the development of a strong working partnership and has contributed to our appointment on an additional 2-year contract which commenced in April 2019.</p> <p>Planned maintenance and property reinvestment works to occupied dwellings including:</p> <ul style="list-style-type: none"> ▪ External decoration to woodwork, metal windows and rendered surfaces. ▪ Refurbishment to garages including the replacement of doors, 	<p>Hexagon own and manage approximately 4,000 homes in the South East providing housing, leasehold, part-buy/part-rent schemes and student accommodation.</p> <p>DESCRIPTION OF WORKS Our works within the Cyclical Decoration and Repairs contract include:</p> <ul style="list-style-type: none"> ▪ Repair and refurbishment of garage doors including replacement and cleaning as well decoration works. ▪ Pre-paint repairs and redecoration to the external and internal substrates in communal stairwells of tenanted houses, flats and garages. ▪ Timber repairs which involve splice repairs to various surfaces routing out of timber rot and replacing with resin ▪ Removal and replacement of timber fascia's, pilasters and soffits and all other scheduled repair works. ▪ Decoration to fascia and soffit boards, windows and doors, 	<p>We have worked for Amey Defence since 2006, as Modern Housing Solutions on the Housing Prime Contract and for CarillionEnterprise on non housing works.</p> <p>We have successfully delivered in excess of £80million of works for the MoD ranging from basic internal redecoration and progressing with Amey to delivering day-to-day maintenance , large scale fire upgrades, and refurbishments including thermal works and roofing.</p> <p>On behalf of the Defence Infrastructure Organisation, Amey Defence look after our Armed Forces by delivering essential infrastructure and housing services. Their operations across the Regional Prime contracts provide a diverse range of services including planned and response repairs tasks, estate management and grounds maintenance services, professional services and soft services.</p> <p>Amey Defence are committed to building great relationships with their stakeholders, taking ownership and focusing on delivery.</p> <p>DESCRIPTION OF WORKS Full external refurbishment of Lakehouse, RMA Sandhurst and full external refurbishment of</p>

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	<ul style="list-style-type: none"> ▪ Rendering and brickwork repairs ▪ Communal area painting ▪ Repair/replacement of existing windows and doors, ▪ Replacement of fascia's & soffits, rainwater and sanitary pipework, to flats and houses. ▪ Fire precaution works ▪ Repairs/renewals to bin stores, garages, cycle sheds, fencing, railings, screens and gates. ▪ General repairs and repointing of brickwork, sundry repairs to paths, steps and paving, repair or renewal of boundary walls, retaining walls, gates and boundary fencing, ▪ Cleaning of PVCu elements and the repairs and redecoration to garages. 	<p>handrails, canopies, rainwater goods, timber fencing and metal railings which were all prepared in accordance with Akzo Nobel specification.</p> <ul style="list-style-type: none"> ▪ Roof Replacements ▪ Fire Safety Works ▪ Fencing and masonry works ▪ Door and Window Replacements 	<p>Oak Grove, RMA Sandhurst.</p>
<p>If you cannot provide three contract examples please give evidence of your technical capability in this market.</p>	<p>Not applicable.</p>		

2.2 GENERAL DATA PROTECTION

2.2.1 Do you have the resources, systems and procedures in place to ensure your organisation will comply with the General Data Protection Regulations while performing the contracted services?

If **yes**, please provide details of the measures currently in place.

If **no**, please detail what measures will be in place before the contract starts.

Yes

[Redacted content]

2.3 WEIGHTED QUESTIONS

Q1. MOBILISATION (10%)

Please demonstrate how you will mobilise the contract from the point of award, your response should include;

- the programme is expected to commence on contract start date, and should be complete by 31.03.22. How will you ensure that this will be implemented and how will you work with the Council to achieve this.
- demonstration of programme by providing a Gant chart or similar.
- an outline of anticipated risks of delay to the programme and how the risks would be

mitigated in the event of unforeseen risks to the programme

- how you will ensure compliance with Health & Safety Regulations, relevant to this project, to ensure the safe delivery of thi vvbs programme.

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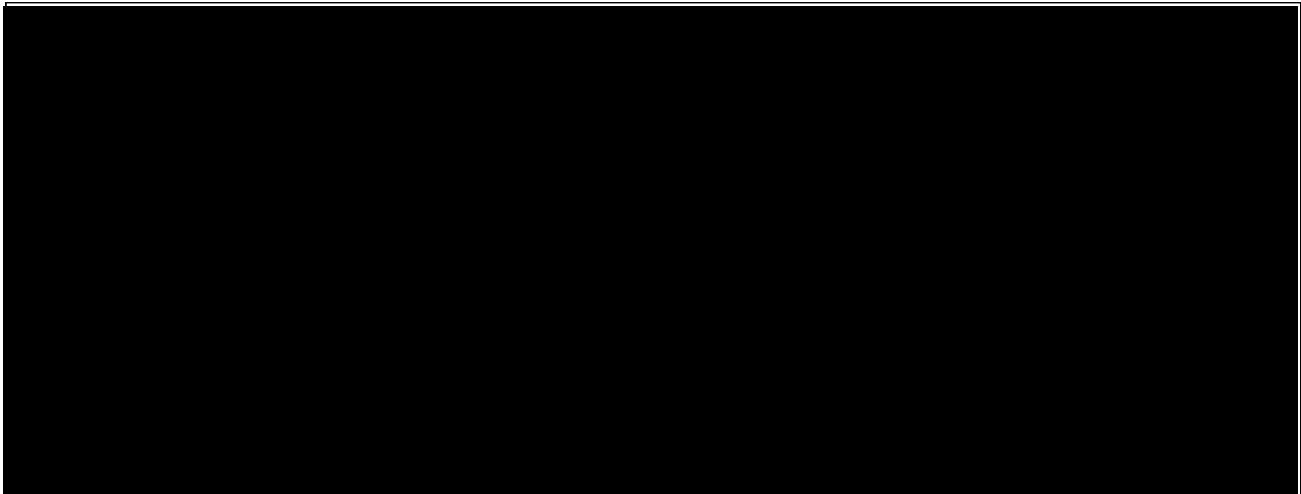
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Q2. EXPERIENCE (10%)

- Please provide detail of any similar projects that you have undertaken within the public a sector, your response should include;
 - experience of any shortfalls, limitations or risks and how they were successfully manages and overcame to complete the programme within timeframe.
 - details of procedures implemented by you to ensure and maintain;
 - customer satisfaction throughout the contract period

- quality of work
- efficiencies / improvements in working practices/materials.

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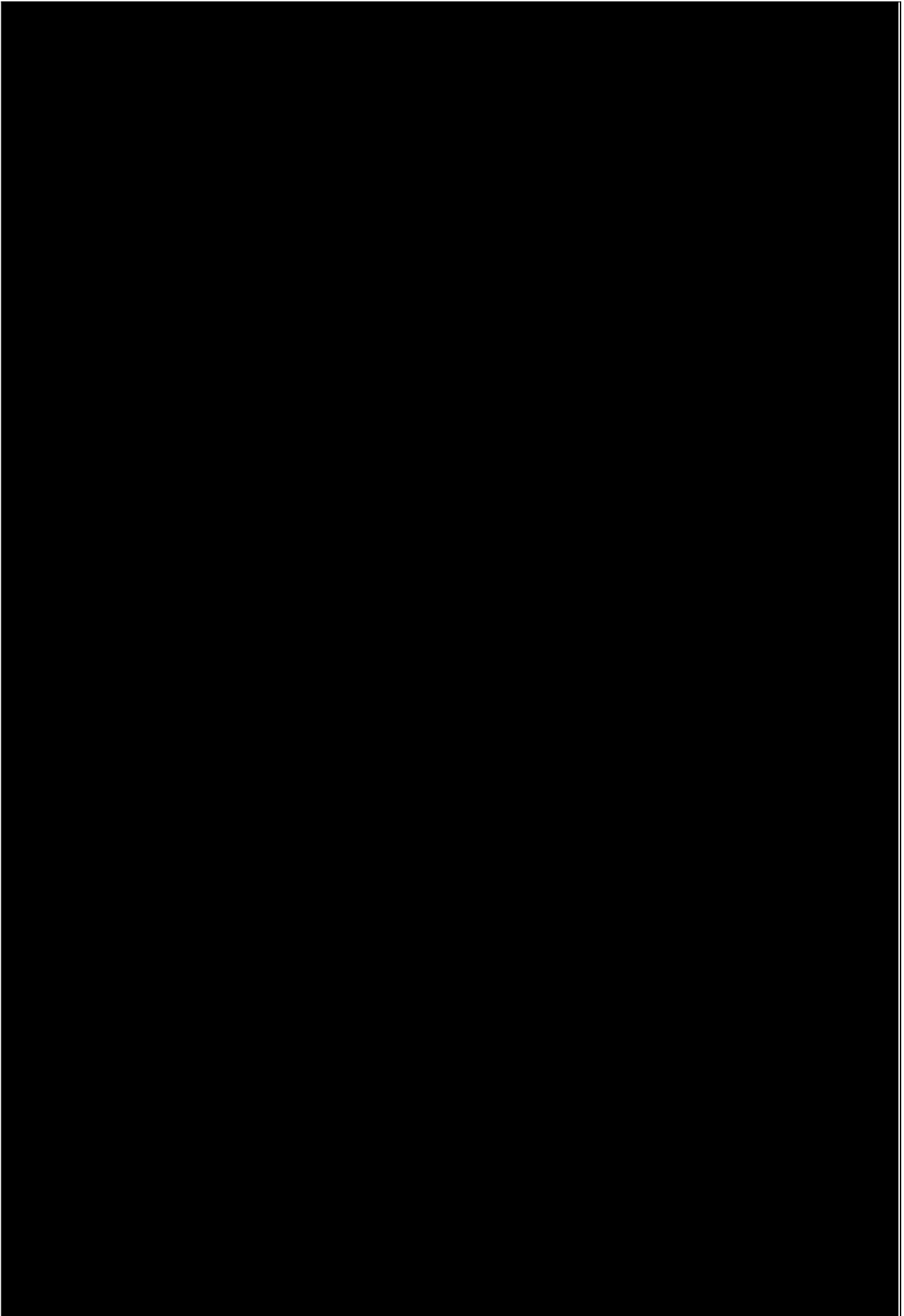
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750 words

Q3. . RESOURCES (10%)

To ensure that the contract is fully resourced, please outline your proposed resources for the delivery of the contract, your response should also include

- Staff/Operatives:
 - how your company will ensure or resource an adequate number of experienced operatives for the delivery of the programme,
 - how the company will ensure staff/operatives have the relevant qualification(s) and training(s)

- Materials:

- how your company will resource and maintain the necessary materials/equipment for the project, particularly, where availability of materials are limited as seen during the Covid-19 pandemic;
- how your company would manage and plan the risk of material price increases over the term of the contract, so that the works are not a compromised
- Social Value
 - what measures your company would implement to ensure staff/operatives are recruited from the local area for the duration of this contract.
 - what Training and Apprenticeship opportunities are offered by your company

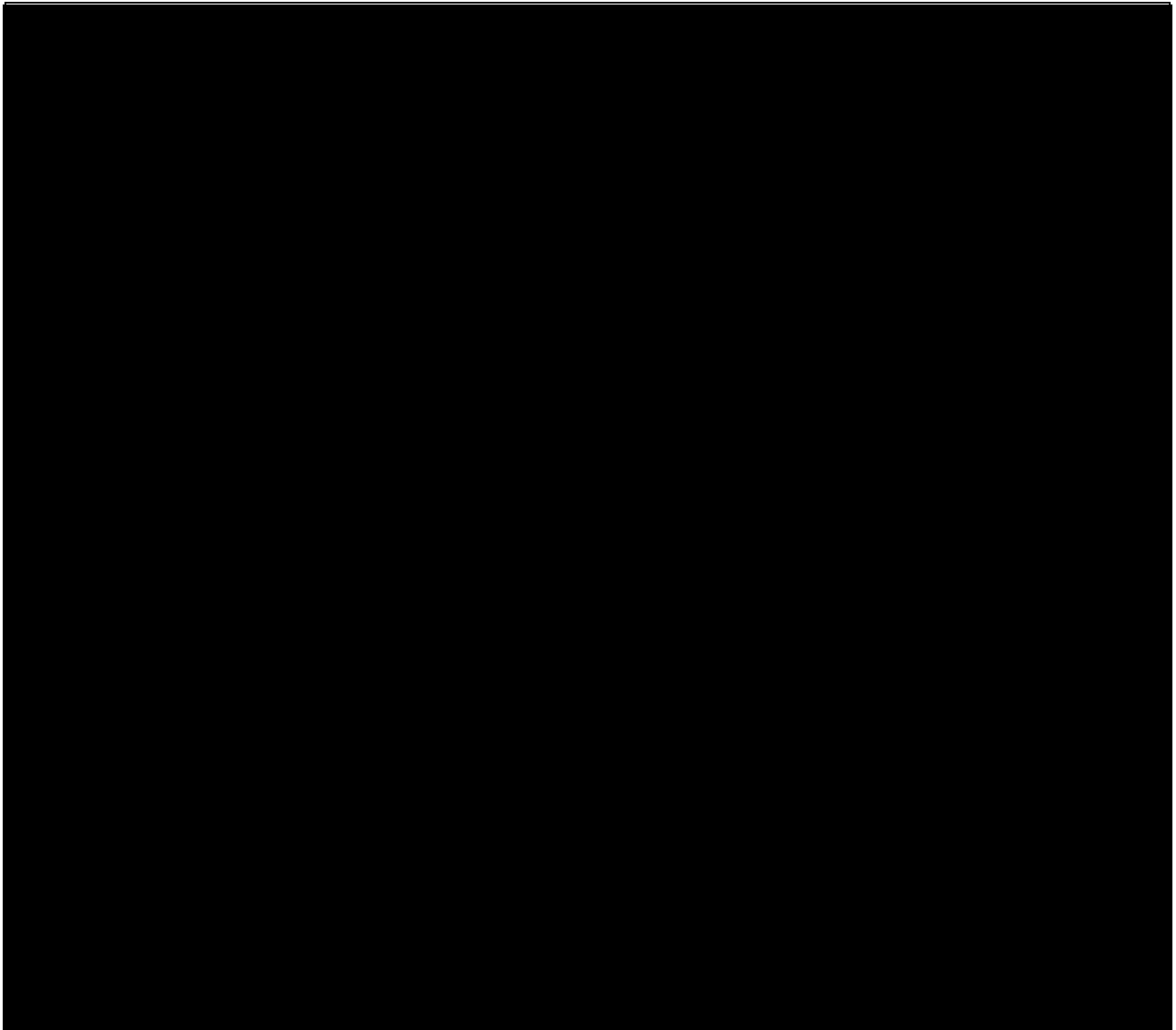
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730 words

Q4. CARBON EMISSIONS (10%)

F&HDC has made a climate pledge and aims to become carbon neutral by 2030.

- Does your company have a Climate Pledge or Environmental Policy /Plan? Please provide an outline of the policy/plan.
- Explain how your company will aim to reduce carbon footprint, or eliminate environmental issues whilst working within the refurbishment sector.

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657 words

Q5. COMMUNICATION (12%)

- Please outline you will ensure that your company’s communication processes are effectively tailored and maintained during the duration of the contract, your response should focus on the following:
 - the role of the RLO, Site Supervisor (or relevant persons) and their contact methods with customers.
 - notification of tenants, neighboring residents, especially where works may affect their properties/access.
 - how your company processes will ensure that the programme of works are maintained and not impacted by any access issues.
 - effective communication with both the council and residents to resolve any complaints promptly.
 - an outline of your complaints procedure.

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750 words

SECTION 3 – PRICING SCHEDULE

Please completed the **Appendix G – Pricing Schedule**
Prices must be provided **exclusive** of VAT

SECTION 4 – TERMS & CONDITIONS OF CONTRACT

This Section is **PASS/FAIL**. If you answer 'no' F&HDC is entitled to reject your tender but can choose to allow you to proceed further, after considering your circumstances.
If you answer 'no', please set out the full details in an additional appendix. F&HDC will consider your response before making a decision about whether or not to include your tender in its evaluations or to reject it.

Please ensure you have read Appendix H and Section 5 of the Instructions document. Do you accept F&HDC's terms (or the terms as amended by	Yes
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F&HDC in any pre-tender clarifications)?	
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SECTION 5 – DECLARATIONS

TO: The District Council of Folkestone and Hythe (F&HDC)

PROVISION OF: GARAGE REFURBISHMENT

REFERENCE: DN578342

We BELL DECORATING GROUP LIMITED the undersigned, having examined the Invitation to Tender (ITT) and all other relevant schedules (“the ITT Documents”), do hereby offer to provide the supplies, services and/or works to the Council as specified in the ITT Documents and in accordance with the attached additional documentation, commencing and continuing for the period specified in the ITT Documents (including any option to extend).

If this offer is accepted, we will execute such documents as maybe appropriate in order to create a binding contract between the Council and ourselves.

We agree that before executing the Contract (and associated schedules) substantially in the form set out in the ITT Documents, the formal acceptance of this Tender in writing by the Council or such parts as may be specified, together with the contract documents shall be required as a condition precedent to the entering into of the Contract.

We further agree with the Council in legally binding terms to comply with the provisions of confidentiality set out in paragraph 3.1.3 of the **Invitation to Tender Instruction Document**.

We understand the Council is not bound to accept the lowest of any Tender received, nor assign a reason for the rejection of any Tender. We accept that any costs incurred in Tender preparation are for our own account.

We further undertake and it shall be a condition of any Contract, that:

The amount of our Tender has not been calculated by agreement or arrangement with any person other than the Council and that the amount of our Tender has not been communicated to any person until after the Tender Return Date and in any event not without the written consent of the Council.

We have not canvassed and will not before the evaluation process canvass or solicit any member or officer, employee or agent of the Council or other contracting authority in connection with the award of the Contract and undertake that no person employed by us has done or will do any such act.

I warrant that I have all requisite authority to sign this Tender and confirm that I have complied with all the requirements of the ITT.

Signature:	
Name & job title:	

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Dated:	19 th November 2021
For and on behalf of:	Bell Decorating Group Limited