



1st February 2024

Dear Sirs

Re: Invitation to Tender for Renovation Works of Chittlehampton Village Hall EX37 9PS

Chittlehampton Village Hall was built primarily from a WW1 Ministry of Works Standard Hut in 1950. Our Design Team has devised a scheme to transform this sturdy building into a modern hall fit for the future.

We have been awarded a UK Government Levelling Up Fund that will allow us to proceed with **Section 1** of our building renovation programme. The primary components of this are to:

1. Remove the asbestos roof and replace with Kingspan Quadcore,
2. Clad the outer walls with red cedar and insulate,
3. Move replaced windows to the outer leaf,
4. Rebuild a small extension,
5. Create a bat loft.

The proposed Section 1 of the scheme is illustrated below.



We are preparing a list of tenderers for the works under the JCT Intermediate Building Contract (IC) 2016. Any amendments will be set out in the tender documents.

Tender documents and drawing are available on the Tender page of our website chittlehamptonvillagehall.co.uk Questions and Answers will be posted on this page for all tenderers to see plus we will email you regularly with any updates. Please use the email address chittlehamptonvillagehall@gmail.com for the tender process.

If you tender you agree to submit a bona fide tender in accordance with the relevant published procedure notes and guidance on the selected method of tendering, and you must not divulge your tender price to any person or

body before the time for submitting tenders. When the contract has been signed, we will send all those who tendered a list of the tendered prices.

Please reply to this email by 8th February 2024, informing us whether you are interested in this tender.

Tender Details:

- a. Project: Renovation works of Chittlehampton Village Hall
- b. Employer: The Trustees of Chittlehampton Village Hall EX37 9QW (Registered charity)
- c. Project Manager: Zoe Nicklin; CVH Trustee
- d. Architect/Principal Consultant: Lewis Barton; Barton Architects
- e. Quantity Surveyor: Steve Wickes; Jemmy Quantity surveyors
- f. Consultants: Mark Harris; Structurehaus (Structural Engineer);
Christopher Ayres; Pivotal Ltd (Services Engineer);
Chris Turner; Lakeway Ecological (Environmental Consultant);

g. Location of site: The Site is located Opposite Rackmead Terrace, Chittlehampton, Devon EX37 9PS

h. General description of the work: Regeneration of the External envelope/Side Extension and Associated works

i. Approximate cost range: £250,000

j. Form of contract: the JCT Intermediate Building Contract (IC) 2016

Tenders will be issued with detailed contract provisions which will include preliminaries, drawings; specification and work schedules pricing document to define adequately the scope and quality of the work.

k. The need for a Contractor's Designed Portion has yet to be decided.

l. The contract is to be executed as a simple contract.

m. Anticipated date for possession is June 2024

n. Period for completing the works is subject to agreement, but completion must be by November 2024.

o. Approximate date for dispatch of tender documents is February 2024

p. Tender period is 4 weeks.

q. Tender to remain open for 6 weeks.

r. Liquidated damages: Anticipated value £250 per week or part thereof

We look forward to your response shortly.

Yours Sincerely,

Zoe Nicklin
Renovation Project Manager
Chittlehampton Village Hall Trustee