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Tender

## **Weston Village Hall Changing Rooms Refurbishment Project**

Weston with Gayton Parish Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-013435

Procurement identifier (OCID): ocds-h6vhtk-04fe34 ([view related notices](#))

Published 7 April 2025, 2:58pm

### **Scope**

### **Reference**

Village Hall Changing Rooms Refurbishment

### **Description**

\*Please Note - previous notice issued on Contract Finder platform was issued in error due to recently updated Procurement Act 2023.

Weston with Gayton Parish Council is seeking to commission a suitably qualified and experienced company for the project management and renovation of the Village Hall changing rooms.

Please note Weston with Gayton Parish Council are applying for a grant towards funding the Weston Village Hall changing rooms refurbishment project. If the grant application is successful the contract start date will then be confirmed with the successful applicant.

All personal protective equipment, machinery and tools must be provided by the contractor.

The successful applicant must be able to provide a fully managed service regarding the contract and provide one main point of contact within the organisation who will project manage the contract.

For further details please see available tender document.

Please contact us if you require any further information. [clerk@westongayton-pc.gov.uk](mailto:clerk@westongayton-pc.gov.uk).

Floor plan and photos of the changing rooms are available here:

<https://1drv.ms/f/c/d6e4c65ed1171ec2/EpXZQcLIG55Gs6yk-oCPyXIBSLwm72gHxJYy1d8Dd7qIGA?e=Xm21lE>

Clerk to Weston with Gayton Parish Council

244 Sandon Road

Stafford

ST16 3HL

Preference will be given to contractors who can show that those working on the contract have

previous experience of working in, or an understanding of the special needs of, a public sector environment. They should be professional and courteous in dealings with public.

Please note Weston with Gayton Parish Council are applying for a grant towards funding the Weston Village Hall changing rooms refurbishment project. If the grant application is successful the contract start date will then be confirmed with the successful applicant.

For any queries/further information, please contact the Clerk, Mrs. Beth Nicholls.

Tel. No. 07594 00259 or email [clerk@westongayton-pc.gov.uk](mailto:clerk@westongayton-pc.gov.uk)

Information to submit with Tender

Suppliers must be able to provide evidence of:

- Public Liability Insurance
- Product Liability Insurance

- Employers Liability Insurance
- Professional Indemnity Insurance
- Itemised quotation from Schedule of work (appendix 1).
- All unit rates and prices must be quoted in £ Sterling, exclusive of VAT and inclusive of all costs associated with the service.

No Tender will be considered if it is received after the date and time specified, unless the Council, at its sole discretion, extends the closing date and time specified in writing.

### **Total value (estimated)**

- £33,000 excluding VAT
- £39,600 including VAT

Below the relevant threshold

### **Contract dates (estimated)**

- 1 July 2025 to 1 July 2026
- 1 year, 1 day

### **Main procurement category**

Works

### **CPV classifications**

- 45310000 - Electrical installation work
- 45330000 - Plumbing and sanitary works
- 45400000 - Building completion work

## **Contract locations**

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)

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## **Participation**

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Tender submission deadline**

22 May 2025, 12:00pm

### **Submission address and any special instructions**

5. Tender submissions - Tenders shall be submitted by 12 noon on 22nd May 2025. in a Sealed envelope / package clearly marked 'Tender for Weston Village Hall Changing Rooms Renovation. The tender envelope shall then be sent by recorded delivery or signed for service to:

Clerk to Weston with Gayton Parish Council

244 Sandon Road

Stafford

ST16 3HL

### **Tenders may be submitted electronically**

No

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## **Award criteria**

The tender will be scored on the following criteria:

- Tender received on time
- Ability to deliver project within the specified timeframe
- Insurance at the specified level
- Price and Value for Money
- Higher specification for the allocated budget, discounts.

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## Procedure

### Procedure type

Below threshold - open competition

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## Documents

### Associated tender documents

[Weston Village Hall Changing Room Refurb Tender Document \(2 Tender Finder\).pdf](#)

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## **Contracting authority**

### **Weston with Gayton Parish Council**

- Public Procurement Organisation Number: PCWW-7668-DCJR

244 Sandon Road

Stafford

ST16 3HL

United Kingdom

Contact name: Beth Nicholls

Telephone: +447594002590

Email: [clerk@westongayton-pc.gov.uk](mailto:clerk@westongayton-pc.gov.uk)

Region: UKG24 - Staffordshire CC

Organisation type: Public authority - sub-central government