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Tender

## **5391 - Blackwood Comprehensive School – Ventilation Works**

Caerphilly County Borough Council

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

Notice identifier: 2025/S 000-031576

Procurement identifier (OCID): ocids-h6vhtk-0546ce

Published 11 June 2025, 2:55pm

### **Scope**

### **Reference**

RQST14494

### **Description**

You are invited to submit a tender for the installation of ventilation units and boxing in of heating pipes. The scope of the project is fully described in Tender Documentation but in summary the scope is:

- The contractor shall cost all necessary resources including weekend and overtime working to allow the project to be completed within the specified contract period.
- The contractor shall be responsible for the removal and reinstatement of any loose and fixed furniture to allow the installation of all ventilation services and equipment as shown on the drawings.
- Form new openings in the existing structure to allow the installation of the new external weather louvres

- Carefully take down and reinstate any false ceilings to allow the installation of the new ventilation systems. Any damaged or stained ceiling tiles shall be replaced with new to match existing.
- Install all of the new ventilation equipment and ductwork as shown on the tender drawings including all necessary wiring and controls.
- Employ specialist commissioning engineers to set to work all new ventilation systems in accordance with the manufacturer's requirements and demonstrate the correct operation of all systems to the satisfaction of the contract administrator.
- Supply & install ventilation units, ducting and ancillary grilles/louvres, etc
- Insulate & box-in exposed heating pipework
- Electrical supplies to new equipment
- Controls work & commissioning
- Associated Builders Work
- Provide O&M manuals and provide user training
- The timescale for the work is 6 weeks from commencement of the contract.
- Contractors shall note that the maximum time the school can be closed for is 6 weeks and if they cannot complete the work detailed in that time then they should not submit a tender proposal.
- Works to be completed by 30th August 2025
- Contractors shall submit a detailed programme of works when submitting their costs for the project. The Contractors shall detail all key timings showing as a minimum, site setup, plant delivery, re-instatement works and commissioning and how this will be achieved in the contract period.

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

- £150,000 excluding VAT
- £180,000 including VAT

Below the relevant threshold

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

- 21 July 2025 to 29 August 2025
- 1 month, 9 days

### **Main procurement category**

Works

### **CPV classifications**

- 45000000 - Construction work
- 42160000 - Boiler installations
- 44621000 - Radiators and boilers
- 71314310 - Heating engineering services for buildings
- 42520000 - Ventilation equipment
- 42500000 - Cooling and ventilation equipment
- 39563530 - Ventilation ducting
- 51100000 - Installation services of electrical and mechanical equipment
- 71321000 - Engineering design services for mechanical and electrical installations for buildings
- 71300000 - Engineering services

### **Contract locations**

- UKL16 - Gwent Valleys

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## Participation

### Conditions of participation

As prescribed on the e-tender portal

### Particular suitability

Small and medium-sized enterprises (SME)

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## Submission

### Enquiry deadline

23 June 2025, 5:00pm

### Tender submission deadline

25 June 2025, 12:00pm

### Submission address and any special instructions

<https://supplierlive.proactisp2p.com/Account/Login>

REGISTERING AN INTEREST IN THE SELL2WALES NOTICE IS NOT REGISTERING

AN INTEREST IN THIS TENDER YOU MUST FOLLOW THE INSTRUCTIONS BELOW IN ORDER TO SUBMIT A TENDER:

1. Log in to the Proactis Supplier Portal at:  
<https://supplierlive.proactisp2p.com/Account/Login> ;
2. Click the Sign Up option on the Portal homepage (If already registered go to point 11);
3. Enter your correct Organisation Name, Details and Primary Contact Details;
4. Make a note of the Organisation ID and User Name, then click Register;
5. You will then receive an email from the system asking you follow a link to activate your account;
6. Enter the information requested, clicking on the blue arrow to move on to the next stage and follow the instructions ensuring that you enter all applicable details;
7. In the Classification section ensure that you select the Product Classification Codes (CPV Codes) that appear in the tender notice, it is essential that only CPV Codes specific to your organisation are added to your profile;
8. Buyer Selection - At this stage you are required to indicate which Buyer Organisations you would like to register with. Remember to register with Caerphilly this ensures that you will be alerted to all relevant opportunities;
9. Terms and Conditions - Read the terms and conditions of the use of this Supplier Portal and tick the box to denote you have read and understood the terms and that you agree to abide by them. If you do not agree you cannot complete the registration process. Once you have agreed click on the blue arrow to move on to the next stage;
10. Insert a password for the admin user and repeat it. The password Must be between 6 and 50 characters in length. It must contain at least 2 number(s). Once completed select Complete Registration and you will enter the Supplier Home page;
11. From the Home Page, go to the Opportunities icon, all current opportunities will be listed. Click on the blue arrow under the field Show Me of the relevant opportunity then click to register your interest on the applicable button;
12. Refresh your screen by clicking on the opportunities icon located on the left hand side, to view the opportunity click the blue arrow;
13. Note the closing date for completion of the relevant project. To find all available documentation drop-down the Request Documents option and click to download all

documents;

14. You can now either complete your response or Decline this opportunity.

All queries are to be made via the messaging system on the Proactis portal. We will not accept any questions/queries via telephone/email.

## **Tenders may be submitted electronically**

Yes

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### **Award criteria**

<b>Name</b>	<b>Description</b>	<b>Type</b>
Total Cost of Project	Lowest Total Cost of Project that is compliant to the conditions and specification	Cost

### **Weighting description**

Lowest cost compliant with conditions and specification

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## **Procedure**

### **Procedure type**

Below threshold - open competition

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## Contracting authority

### Caerphilly County Borough Council

- Public Procurement Organisation Number: PWHP-2369-JPYL

Penallta House, Tredomen Park

Hengoed

CF82 7PG

United Kingdom

Contact name: Fran Gully

Telephone: +441443863069

Email: [gullyf@caerphilly.gov.uk](mailto:gullyf@caerphilly.gov.uk)

Website: <http://www.caerphilly.gov.uk>

Region: UKL16 - Gwent Valleys

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales