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Tender

Proposed extensions and alterations to Marham Village Hall, Marham

Marham Parish Council

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

Notice identifier: 2025/S 000-048327

Procurement identifier (OCID): ocids-h6vhtk-0586dd

Published 13 August 2025, 11:19am

Scope

Reference

MJ589

Description

The project is to build an extension to the existing village hall and carry out refurbishment in the existing building for electrical upgrades, heating/air-conditioning, lighting and fire detection and alarm system in accordance with the schedule of works and conditions within the tender documentation. This applies to the Village Hall at School Lane, Marham, Kings Lynn, Norfolk, PE33 9HN unless otherwise stated.

Lump sums to cover groups of items are undesirable and the Contractor shall, on the request of the Contract

Administrator or Quantity Surveyors, submit a detailed breakdown of any lump sums.

The Contractor shall ensure that the preliminary items are broken down when submitting his priced Schedules of

Works for checking.

If any item is left unpriced the cost of performing the work described in the item not priced shall be deemed to

have been included in the rates of the remaining items.

Except when authorised by the Contract Administrator or the Quantity Surveyors no alteration, erasure or addition

is to be made in the text and conditions of these Schedules of Works and should any alterations, amendments, notes

or conditions be made, it will not be recognised, but the reading of these Schedules of Works as prepared by the

Quantity Surveyors will be adhered to.

Should there be any doubt or obscurity as to the meaning of any item in these Schedules of Works the Contractor

is to set forth the particulars of such doubt in writing before sending in his tender in order that such doubt or

obscurity may be removed, for should any misunderstanding arise during the progress of the works the decision

of the Contract Administrator as to the true intent and meaning of any dimension, clause, word or sentence, shall

be conclusive and binding.

Should the Contractor arrive at his tender figure by means of an adjustment on the General Summary page,

then notwithstanding the way in which this figure has been arrived at, or where not shown as a percentage, the

figure will be converted to a percentage and applied to all rates and prices excluding the Preliminaries,

Provisional Sums, Contingencies and Dayworks.

The Contractor is required to submit his priced Schedule of Works with his tender.

Computer generated Schedules

of Works will be accepted.

Errors in pricing

Palpable errors in pricing or errors in arithmetic noted in the Contract Sum Analysis will be adjusted in accordance

with the recommendations contained in the JCT Code of Procedure 2017 (Alternative 2).

Acceptance of offer

The Employer does not bind himself to accept any offer and will not be responsible for any expense incurred by

the Contractor in the preparation of his offer.

Validity of offer.

Offers will remain open for consideration for not less than 90 days from the date of the submission of offer.

Information on the dates of any specific possession and commencement is given in the Contract Particulars in

the Conditions of the Contract

Total value (estimated)

- £166,000 excluding VAT
- £199,200 including VAT

Below the relevant threshold

Contract dates (estimated)

- 8 December 2025 to 10 April 2026

- 4 months, 3 days

Main procurement category

Works

Additional procurement category

Goods

CPV classifications

- 45000000 - Construction work

Contract locations

- UKH - East of England

Participation

This procurement is reserved for

- Suppliers from Norfolk
- Small and medium-sized enterprises (SMEs) and voluntary, community and social enterprises (VCSEs)

Conditions of participation

Willing to hold Tender price validity for 90 days from closing date of tender notice pending the contracting authority receiving notice of award of a grant application.

All conditions set out in the preliminaries of the schedule of works.

Full Tender pack available on the Parish Council website

<https://marhamparish.gov.uk/village-hall-project/>

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

13 September 2025, 5:00pm

Tender submission deadline

30 September 2025, 5:00pm

Submission address and any special instructions

Tender submissions may be submitted by email and should be marked in the subject line as Tender Submission and sent to the Clerk at: clerk@marhamparish.gov.uk

or by post marked Tender to:

Marham Parish Council

4 Lime Close

Marham

Kings Lynn

PE33 9HN

Tenders may be submitted electronically

No

Award criteria

Completeness and compliance with the Tender Schedules of Work in the format provided will be assessed for consistent and competitive pricing. Items not individually priced are clearly noted as included elsewhere.

The contract will be awarded based on the above and with the Parish Council's assessment of best value for money and testimonials from previous clients where sought for companies that are not known to the authority.

Procedure

Procedure type

Below threshold - open competition

Documents

Associated tender documents

<https://marhamparish.gov.uk/village-hall-project/>

Tender Pack and supplementary information

Technical specifications to be met

<https://marhamparish.gov.uk/village-hall-project/>

Tender Pack schedule of works and tender submission form

Contracting authority

Marham Parish Council

- Public Procurement Organisation Number: PVBM-9924-LPPZ

Village Hall, School Lane

Marham

PE33 9JA

United Kingdom

Contact name: Mike Inder

Telephone: 01760 632139

Email: clerk@marhamparish.gov.uk

Website: <https://marhamparish.gov.uk/village-hall-project/>

Region: UKH16 - North and West Norfolk

Organisation type: Public authority - sub-central government