Tender

Solar PV at Grange Leisure and Community Centre

Stratton St Margaret Parish Council

UK4: Tender notice - Procurement Act 2023 - view information about notice types
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Scope

Description

We are delighted to extend this invitation to tender for the design and installation of a roof mounted Solar PV system at Grange Leisure and Community Centre in Swindon. The proposed project seeks to optimise the existing roof space, providing opportunity for electricity generation as part of our continued efforts to reduce our carbon footprint.

We invite experienced firms with a proven track record in Solar PV design and installation to participate in this tender process. Your expertise and knowledge will play a fundamental role in the success of this major investment.

We look forward to receiving your proposals and collaborating on this project.

Who are we?

The Parkwood Group of companies are leading providers of support services to public and private sector clients. The Group employs over 4,500 people throughout the UK providing services which include leisure management, green space management, healthcare, consultancy, and management of PFI projects.

Timescales

Milestone Date

Tender issue 13/10/2025

Tender deadline 14/11/2025

Tender review 17/11/2025 - 28/11/2025

Tender clarifications 28/11/2025 - 12/12/2025

Tender award 08/01/2026

Detailed design phase TBC

Proposed construction start TBC

Contact information

If you have any questions with regards to this tender, or would like to arrange a site visit, please contact Lee Wiseman, the site manager via email - lee.wiseman@lexleisure.org.uk and Joel Kirby, Parkwood Leisure Energy and Sustainability Manager - joel.kirby@parkwood-leisure.co.uk

1.0 - Scope of works

1.1 - Existing site Information

The solar PV system shall generate electricity from sunlight using photovoltaic panels. The system shall consist of solar panels, mounting structures, inverters, electrical wiring, and associated components.

Address: Grange Leisure and Community Centre, Grange Dr, Swindon SN3 4JY

The roof shown in red should be considered as part of this tender return. Structural assessment should be carried out to assess additional loads and should be considered as part of the tender return.

Category Consideration Requirement

Statutory consents Permitted development Required. Subject to prior approval. This will be submitted by the successful tenderer.

Planning permission Subject to prior approval. This will be submitted by the successful tenderer.

Listed building consent Not required.

Conservation area No.

DNO G99 application must be submitted by the successful tenderer. Any follow-up permissions, such as G100 and continued liaison with the DNO is the responsibility of the successful tenderer. This includes witness testing which is to be performed at no impact to the operation of the facility.

Building regulations Contractor must conform to all relevant building regulations.

Environment Solar shading analysis Required.

Glare analysis Not required.

*subject to prior approval conditions.

Roof compatibility Orientation Options available.

Structural assessment Required.

Roof defects / condition Not to our knowledge.

Materials Mix, to be confirmed on the site visit.

Age

Warranty No.

Access Scaffold

Budget Budget Constraints The project budget is £50,000+VAT. This should be considered within tender returns.

Electrical infrastructure

The contractor must ensure that the mains distribution has sufficient capacity to handle the additional load and that the wiring and components are in good condition. It may be necessary to upgrade or make adjustments to the electrical infrastructure during the installation process.

Comments: To be reviewed during site visits.

Document checklist

Provided by the client

Document Appendix

Building plans - showing plant / switch room location Site visit required.

Roof plan Appendix 1

Roof surface O&M Site visit required.

Electricity consumption data Appendix 4

Electrical schematics incl. metering strategy N

Photographs of roof areas and switch rooms Appendix 3

Asbestos report Appendix 2

Compartmentation plans To be confirmed

Fire Safety RC62 Checklist Appendix 5

Project outcomes

Provided by the client

Energy goals Comments (Y/N)

Offset a certain percentage of energy consumption The scheme should be suited to the roof size, building load as designed by the contractor and budget highlighted above.

Completely energy independent No

Contribute to environmental sustainability -

Employer's requirements

Solar panels The manufacturer, type and model of solar panel modules can be selected by the tenderer, subject to approval by PL.

The panels shall meet international standards for performance, durability, and safety.

Mounting structures The mounting structures shall securely support the solar panels on the desired installation location (e.g., ballasted - rooftop).

The structures shall be made of corrosion-resistant materials suitable for outdoor installation.

The design shall take into account wind loads, snow loads, and other environmental considerations specific to the installation location - in accordance with the structural information provided.

Inverters The solar PV system shall include grid-tied inverters capable of converting the DC power generated by the solar panels into AC power for use or export to the grid. The required manufacturer for this scheme is Solis.

The inverters shall have a minimum efficiency of 93 - 96%.

The inverters shall meet relevant international safety standards and have built-in protection mechanisms against overvoltage, overcurrent, and other electrical faults.

Inverters should be located in well-ventilated spaces that do not exceed the optimum / recommended operating temperatures.

Inverters should always be mounted on fire-rated surfaces.

Inverters should be installed as close to the solar array as possible to reduce power losses.

Inverters should be protected from the elements, positioned away from direct sunlight, rain, snow, etc.

Electrical wiring and protection The system shall include appropriate electrical wiring to interconnect the solar panels, inverters, and other components.

The wiring shall be sized correctly to minimise losses and comply with local electrical codes and regulations.

Protection devices, such as surge protectors, circuit breakers, and disconnect switches, shall be installed as per applicable safety standards.

All cabling will be fully supported and secured in cable trays.

All cabling will be labelled accordingly, and be weather-proof when external.

Wiring diagram, providing the routes of cabling (including external cable runs) will be provided as part of the system O&Ms.

Batteries It is not anticipated that there will be a requirement for batteries for this project.

Monitoring and control The solar PV system shall incorporate a monitoring and control system to track system performance, energy production, and potential issues.

The monitoring system shall provide real-time data on energy generation, consumption, and system health through the Solis interface.

Installation and commissioning The solar PV system shall be installed by qualified personnel following industry best practices and local regulations.

A comprehensive commissioning process shall be conducted to ensure the system operates as intended and meets performance specifications.

All necessary permits and approvals shall be obtained before installation and commissioning.

Warranty and maintenance The solar panels, inverters, and other system components shall have a warranty period of:

? Solar PV panels - 20 years

? Solar PV - inverters - 10 years

? Option for extended warranty required.

? Mounting system - 20 years

The warranty shall cover defects in materials and workmanship and guarantee a minimum performance output over the warranty period.

A recommended maintenance plan shall be provided to ensure optimal performance and longevity of the system.

The contractor shall ensure that there's a nearby water connection to enable cleaning of the solar PV panels.

The contractor shall ensure that there's a nearby electrical connection to enable cleaning the solar PV panels.

Solar panel placement: panels should be accessible to clean and inspect without excessive leaning or specialist equipment.

Inverter placement: technicians should be able to reach the inverters without difficulty for routine inspections, repairs, or replacements if needed. Always follow manufacturers instructions for specified distances between individual inverter units.

The design shall not restrict rainwater run-off from the existing roof structure. Gulleys must be left exposed to enable roof cleaning / maintenance.

The contractor shall provide the employer a collateral warranty of 5 years.

The contractor will provide a comprehensive operational and maintenance manual, detailed drawings, schematics, handover training with the site team and 12-months of soft landing / servicing support (in the event of issues arising in accordance with the collateral warranty) and electrical compliance checks.

Access The contractor will provide all necessary access equipment to safely complete the installation, in accordance with relevant health and safety regulations.

H&S The contractor will comply with the Construction Design Management (CDM) Regulations 2015, adopting the role of Principal Contractor, and where also responsible for design, Principal Designer.

The scheme will be compliant with RC62 and a full RC62 checklist will be completed and submitted as part of the design and handover process. This includes the installation of a fireman's switch and full integration at the fire panel.

A pre and post fire-risk assessment must be completed at design and handover of the scheme.

Contracts The contractor will enter into a JCT Minor Works Contract, or with Contractor's Design elements depending on the package.

Finances Contractor to carry out a detailed financial assessment including upfront cost, available incentives or rebates, potential energy savings, and return on investment.

Total value (estimated)

- £50,000 excluding VAT
- £60,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 February 2026 to 28 February 2026
- Possible extension to 31 July 2026
- 6 months

Description of possible extension:

Happy to work with the awarded contractor on installation dates

Main procurement category

Works

CPV classifications

- 09310000 - Electricity
- 09330000 - Solar energy
- 31712347 - Power or solar diodes
- 45261215 - Solar panel roof-covering 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)

Participation

This procurement is reserved for

UK suppliers

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Tender submission deadline

14 November 2025, 11:59pm

Submission address and any special instructions

https://www.strattonstmargaret.gov.uk/tenders/

Submission by email to lee.wiseman@lexleisure.org.uk / joel.kirby@parkwood-leisure.co.uk

Tenders may be submitted electronically

Yes

Award criteria

Name	Description	Type
Stratton St Margaret Parish Council	All tenders are reviewed and discussed by the Full Council, which comprises 19 Councillors. To ensure a fair and transparent process, all identifying details such as company names and logos are removed before consideration. Councillors assess each tender based on a range of factors, including: Public spend and overall value for money Design and build quality Technical capability and relevant experience Delivery timescales and ability to meet project requirements Compliance with the specification Sustainability and environmental impact Health and safety standards Social value and community benefit Aftercare, maintenance, and long-term support	Quality

Weighting description

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Councillors assess each tender based on a range of factors, including:

Public spend and overall value for money

Design and build quality

Technical capability and relevant experience

Delivery timescales and ability to meet project requirements

Compliance with the specification

Sustainability and environmental impact

Health and safety standards

Social value and community benefit

Aftercare, maintenance, and long-term support

Procedure

Procedure type

Below threshold - open competition

Special regime

Concession

Documents

Associated tender documents

https://www.strattonstmargaret.gov.uk/tenders/

A link to all tender documents

Grange - Solar PV Specification_V2.1.docx

Grange - Solar PV Specification

Appendix 1 - Grange site plan.pdf

Grange Site Plan

Appendix 2 - Grange Asbestos survey.pdf

Asbestos Survey

Appendix 3 - Site Photos.pdf

Site Photos

Appendix 4 - Site HHD.csv

Site HDD

Appendix 5- RC62 Checklist - Fire Safety Standard For Solar Panels.xlsx

Appendix 5- RC62 Checklist - Fire Safety Standard For Solar Panels

Contracting authority

Stratton St Margaret Parish Council

- Public Procurement Organisation Number: PQVC-9478-XVCQ

Meadowcroft Community Centre

Swindon

SN2 7JX

United Kingdom

Email: info@strattonstmargaret.gov.uk

Website: https://www.strattonstmargaret.gov.uk/

Region: UKK14 - Swindon

Organisation type: Public authority - sub-central government