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Tender

Removal of Existing Conservatory & Associated Works - Richmond House, Richmond Park, Gainsborough

Gainsborough Town Council

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

Notice identifier: 2025/S 000-068926

Procurement identifier (OCID): ocids-h6vhtk-05d526

Published 28 October 2025, 12:24pm

Scope

Reference

2025-000002

Description

Gainsborough Town Council invites tenders for the careful removal of an existing glazed conservatory and associated restoration works to the Grade II listed Richmond House, located within Richmond Park, Gainsborough. Works include demolition, masonry repair, joinery, sash window manufacture and installation, internal making good, decoration, and compliance with planning and heritage conditions.

1. Programme & Site Access

- Contractor to supply a proposed programme of works for approval before commencement.
- Access routes and site arrangements must be coordinated to avoid unnecessary disruption to site users and maintenance operations.

2. Planning & Consent Conditions

All works must be undertaken in accordance with the following approved drawings:

- Ref: RD:5236 - 04 Rev A (June 2024) - Existing Site Plan
- Ref: RD:5236 - 03 Rev C (June 2024) -Plan and Elevations
- Ref: RD:5236 - 07 Rev B (June 2024) - Window Details for Reception and Office.
- Ref: RD:5236 - 08 Rev B (June 2024) - Site Plan (Extension & Window Details Only).

Condition 3 - Masonry Samples

- No new masonry to be installed until brick and stone samples have been submitted to and approved by the Local Planning Authority (LPA).
- Samples to include a test panel of brickwork (type, bond, mortar, finish) and proposed sills and heads.

Condition 4 - Window & Joinery Drawings

- Prior to installation, 1:20 scale drawings to be submitted for approval, showing materials, finishes, protective coatings, cross-sections, glazing details, and colour proposals.

Condition 5 - Brickwork Cleaning

- Method Statement to be submitted for approval before commencement of any brick cleaning, in compliance with BS 8221-1:2012.
- Works must strictly follow the approved methodology.

3. Description of Works

3.1 Demolition of Existing Extension

- Carefully dismantle the glazed extension to prevent damage to the main structure and surrounding site.

- All arising debris to be cleared and disposed of in accordance with regulations.

3.2 Removal of Base and Floor Construction

- Break out the existing slab and base down to the level of adjoining paving.
- Dispose of waste safely and responsibly.

3.3 External Wall Alterations

- Remove render, plaster, and paint to walls affected by removal of structure.
- Repoint brickwork with lime-based mortar.
- Rebuild external wall sections as required, forming new window openings with matching lintels and sills.

3.4 Timber Sash Windows

- Manufacture and install two new hardwood sliding sash windows to replicate the original appearance.
- Include sash weights, ironmongery, and detailing in line with existing style.
- All units to comply with approved drawings.

3.5 Internal Making Good

- Repair disturbed walls, ceilings, and joinery to match existing finishes.
- Apply lime plaster to walls and ceilings.
- Use joinery-grade softwood for replacement or repairs.

3.6 Decoration & Finishes

- Prepare and paint all new plasterwork and joinery.
- Paint sash windows internally and externally.
- Decorate affected doors and frames, with colour schemes approved in advance.

3.7 Site Management & Documentation

- Provide temporary site facilities, security, and welfare as necessary.
 - Submit RAMS, Construction Phase Plan, and maintain a Health & Safety File in compliance with CDM.
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4. Quality & Standards

- All works to be executed to a high standard of craftsmanship.
 - All materials must be new, high quality, and consistent with the historic character.
 - Works must comply with:
 - o National heritage and listed building policies.
 - o Relevant British Standards and current Building Regulations.
 - o Health & Safety legislation.
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5. Completion & Handover

- At practical completion, provide warranties, certification, and maintenance instructions.
- Leave the site tidy and free from construction waste.

Total value (estimated)

- £48,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 April 2026 to 30 April 2026

- 1 month

Main procurement category

Works

CPV classifications

- 45111100 - Demolition work
- 45262500 - Masonry and bricklaying work
- 45421132 - Installation of windows
- 45442100 - Painting work
- 45454100 - Restoration 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

25 November 2025, 11:59pm

Submission address and any special instructions

townclerk@gainsborough-tc.gov.uk

<https://gainsborough-tc.gov.uk/>

Tenders may be submitted electronically

Yes

Award criteria

Name	Description	Type	Weighting
Methodology & Technical Quality	- Demolition and dismantling methods. - Waste disposal arrangements. - Materials, craftsmanship, and heritage-sensitive approach. - RAMS and H&S compliance.	Quality	25%
Planning & Consent Compliance	- Understanding of planning conditions (masonry samples, window/joinery drawings, brickwork cleaning methodology). - Evidence of prior compliance with heritage/LPA requirements.	Quality	20%
Cost & Value for Money	- Competitive pricing. - Transparent breakdown of costs. - Consideration of lifecycle cost/maintenance.	Quality	20%
Programme & Site Access	- Proposed programme of works. - Site access arrangements to minimise disruption. - Demonstrated understanding of working in operational/historic sites.	Quality	15%

Name	Description	Type	Weighting
Experience & Track Record	- Demonstrated experience in heritage/listed buildings. - Relevant case studies or references. - Skilled workforce with joinery/brickwork expertise.	Quality	15%
Social Value & Site Management	- Provision of site facilities, security, and welfare. - Environmental and sustainability measures. - Contribution to local economy / apprenticeships. - Approach to keeping site safe and tidy.	Quality	5%

Procedure

Procedure type

Below threshold - open competition

Documents

Associated tender documents

<https://gainsborough-tc.gov.uk/council-business/town-council-tenders/>

[Richmond House Conservatory Removal Tender v2.pdf](#)

[Richmond House Conservatory Removal Tender Scoring Matrix.pdf](#)

[RD5236 - 04 Existing Site Plan-Rev-A.pdf](#)

[RD5236 - 03 Proposed Plans and Elevations-Rev-C.pdf](#)

[RD5236 - 07 Proposed Works to Doors and Window Rev-B.pdf](#)

[RD5236 - 08 Proposed Site Plan Rev-B.pdf](#)

Technical specifications to be met

<https://westlindsey-publicportal.statmap.co.uk/horizoNext/publicportal/planningapplications/148525>

<https://westlindsey-publicportal.statmap.co.uk/horizoNext/publicportal/planningapplications/148524>

Contracting authority

Gainsborough Town Council

- Public Procurement Organisation Number: PVYD-3695-ZBQP

Richmond House, Richmond Park, Morton Terrace

GAINSBOROUGH

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Website: <https://gainsborough-tc.gov.uk/>

Region: UKF30 - Lincolnshire

Organisation type: Public authority - sub-central government