



WELLINGTON TOWN COUNCIL

Proposed Pump Track and Footpath

TENDER SUBMISSION DOCUMENT Organisation Details

Full name of organisation	
Registered office address	
Named contact for this contract	
Email	
Phone	
Company registration number	
VAT Registration number	
Type of organisation eg limited company/sole trader	

Insurance

You must either provide documents to confirm that you have the following levels of insurance in place for each and every claim or, alternatively, undertake that should you be awarded a contract under this procurement such levels of insurance will be available to you and that you undertake to maintain these levels of insurance for the duration of the contract.

Insurance Policy	Indemnity Value (£)	Yes	No	Will secure if successful
Employers Liability	Min £5m per claim			
Public Liability	Min £10m per claim			

You are required to supply the following information which will form part of the evaluation process. Any omissions will lead to your tender not being considered compliant.

Details of Warranty
Lead Time/Proposed Start Date
Programme of Work
Health & Safety Risk Assessments
Case Study 1, reference and Testimonial for similar project recently completed (last 3 years) with project value and contact information for the client
Case Study 2, reference and Testimonial for similar project recently completed (last 3 years) with project value and contact information for the client
Specific supplier and contractor dependencies

Evaluation Criteria

The tenders will be evaluated on the following basis with each option evaluated

50% Cost

25% Design and Progressive Difficulty

25% Experience and References

Pump Track Design Options

(Plans and details to be submitted for each option)

Option 1

Cost £
Description
Design Features
Costed Material List

Option 2

Cost £
Description
Design Features
Costed Material List

Option 3

Cost £
Description
Design Features
Costed Material List