



Leigh-on-Sea Town Council

71-73 Elm Road, Leigh-on-Sea, Essex, SS9 1SP Tel: 01702 716288
clerk@leighonseatowncouncil.gov.uk/www.leighonseatowncouncil.gov.uk
Chair: Cllr Dr David Bowry / Vice-Chair: Cllr Owen Richards
Town Clerk: Clare Milligan

Leigh Community Centre Supply and Installation of Gas Boiler

Tender for the supply and installation of:

3 x A rated ultra-high efficient condensing, wall hung gas boilers having a combined thermal output of 165kw or more to the basement area and decommissioning and removing the old boiler and water storage tank for Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea, Essex, SS9 1SP.

As specified in the Conditions of Contract, Contract Specification and General Consideration.

Name of Tenderer:

Company Name:

Address:

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Tel:

Email:

Website:

NOTICE TO TENDERERS

Documents supplied for the tender:

Internal Pictures of the basement and attic	
General Considerations	Tender Form
Contract Conditions	Contract Variation Form
Priced Schedule	Certificate that the Tender is Bona Fide

Tenders must be submitted on the forms supplied, Price Schedule, Contract Verification Form, Tender Form and Certificate that the tender is Bona Fide, which are not to be altered in any way whatsoever. Tenders containing alterations or additions or subject to qualifications will not be considered. Along with a document containing any other details requested within the Conditions of Contract and General Considerations for Works document.

All entries will be written in ink or typed and the documents must be physically signed in the places provided for that purpose.

The Town Council does not bind itself to accept the lowest or any tender. No expense incurred by any person submitting a tender will be paid for.

Tenders shall be deemed to have been submitted in the full knowledge of all the requirements and conditions contained or referred to in the tender Conditions of Contract, Contract Specification and General Considerations and the Contractor shall be deemed to have included in their tender for all costs in compliance therewith.

Notwithstanding any information made available to them, the Contractor shall be deemed to have carried out due diligence in the preparation and pricing of their tender, included but not limited to (have visited and be aware of the general features of the site with particular reference to its location, means of access and current heating and electrical installation) and to have taken these and all other such relevant matters into account.

The tender with all relevant paperwork as already set out is to be returned via secure email and password protected email to clerk@leighonseatowncouncil.gov.uk or in a sealed envelope for the attention of the Town Clerk, Mrs Clarek Milligan, labelled 'replacement Boiler Tender', which must not bear any mark as to the identification of the sender and sent to:

Leigh-on-Sea Town Council
Leigh Community Centre
71-73 Elm Road
Leigh-on-Sea
Essex
SS9 1SP

If sending via mail it must be sent by First Class recorded post or delivered by hand.
All tenders must be received by **Thursday, 02 April 2026**.

FORM OF TENDER

To:

Private and Confidential

Town Clerk
Mrs Clare Milligan
Leigh-on-Sea Town Council
Leigh Community Centre
71-73 Elm Road
Leigh-on-Sea
Essex
SS9 1SP

Having examined the Conditions of Contract, Contract Specification and General Consideration for Works for the above mentioned works, we offer to supply and install all Works in conformity with the said Conditions of Contract, Contract Specification, General Consideration and Priced Schedule for the sum of: -

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[Excluding VAT]

(in words) _____

Unless and until a formal Agreement is prepared and executed this Tender together with your written acceptance thereof, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any Tender you may receive.

Signature **Date**

Print Name **Job Title**