



# INVITATION TO TENDER

For

Modular Toilets (2 No. Unisex WC's a DDA WC, & Storeroom  
complete with Service Cupboard

At

Longforth Road, Wellington, Somerset.

On Behalf of

Wellington Town Council  
28 Fore Street  
Wellington  
Somerset  
TA21 8AD

Date: 9<sup>th</sup> June 2025  
Job No.: RS2076  
Revision: 0

Ravenslade Limited  
Pynes Hill  
Exeter  
EX2 5WH

01392 367979

On behalf of Wellington Town Council, you are invited to provide a tender for the Sub-Contract works, including sub-contractors design, for the manufacturer, delivery to site, erection including all necessary crange, fit-out and commission of a Modular Toilet Block comprising of 2 No. Unisex WC's, a DDA WC, Storeroom and associated Services Cupboard.

Please note and understand the following when submitting your quotation:

- The Tender documents are designed to ensure that all Tenderers are given equal and fair consideration. Tenderers must read **all** documentation carefully and be familiar with the contents as failure to comply with them may invalidate the Tender.
- No alterations should be made by the Tenderer to the Tender documents. If any alteration is made the Tender may be rejected at the discretion of Ravenslade Limited.
- Tenderers should clarify any points of doubt or difficulty by contacting Ravenslade Limited by email on [rbroom@ravenslade.co.uk](mailto:rbroom@ravenslade.co.uk)
- Responses to individual queries may be copied to all Tenderers. Tenderers should note that all queries should be raised no later than 5 working days before the closing date for receipt of tenders.
- It is the responsibility of Tenderers to obtain for themselves at their own expense all information necessary for the preparation of Tenders and the Tenderers must satisfy themselves that the requirements of the Contract are fully understood.
- The Tenderer shall be deemed to have full knowledge of the liability to be incurred by reason of the Tender and shall not be entitled to increase any prices on the grounds that an error has been made.
- Information supplied to Tenderers by any representative of Ravenslade Limited or contained in the Tender Documentation supplied to or obtained by the Tenderer is supplied only for general guidance in the preparation of the Tender. Tenderers must satisfy themselves by their own investigations with regard to the accuracy of any such information and no responsibility is accepted by Ravenslade Limited for any loss or damage of whatsoever kind and howsoever caused arising from, or in consequence of, the use by Tenderers of such information.
- All prices quoted must be exclusive of VAT and inclusive of all expenses.
- All prices contained within the Tender submission shall be priced in pounds sterling and decimal parts of a pound sterling (restricted to two decimal places by rounding).
- All prices quoted must be firm/fixed. No price adjustments arising from cost fluctuations during the course of the works will be accepted.
- The following Documents must be completed and returned with the tender being submitted:
  - Costed schedule of work detailing:
    1. Stand-alone costs to liaise with Ravenslade Limited Design Team during Stage 4 Technical Design of Groundworks and Incoming Services etc.
    2. Costs to Manufacture, Transport to Site, Erect, Fit-Out and Commission modular toilet block, in accordance with the Tender Documents.
    3. Sub-Contract Preliminaries Costs.
  - Sub-Contractors Proposals relating to the Sub-Contract Design Works including a statement of compliance with the current design and specification.
  - Programme of Works.
  - Information necessary to demonstrate that your company has the skills, knowledge and the organisational capability necessary to fulfil the appointed role in a manner that secures the health and safety of any person affected by the project.

- An outline assessment of the main risks associated with the project and how they will be mitigated.
- Details including terms of modular building warranty provided.
- Details of Sub-Contractors Insurances including Professional Indemnity insurance.
- Tenders must be returned by **12:00hrs, 25<sup>th</sup> July 2025** and must remain valid for 90 (ninety) days from this date.
- Tenders must be returned by email to [rbroom@ravenslade.co.uk](mailto:rbroom@ravenslade.co.uk) copied to [pbennett@ravenslade.co.uk](mailto:pbennett@ravenslade.co.uk)
- Failure to complete and return the Tender in the correct manner may result in the exclusion of the Tenderer from consideration for the provision of this Tender requirement.
- Wellington Town Council or Ravenslade Limited does not bind itself to accept the lowest, or any Tender and reserves the right to accept any Tender either in whole or in part.