

CLERK'S BRIEFING NOTES

EVALUATION OF SEDLESCOMBE SPORTSFIELD PAVILION TENDERS

1. **TENDER INVITATIONS.** Local contractors were invited to tender for the construction of the proposed new sports pavilion. The date given for return of tenders to Sedlescombe Parish Council at Woodland Cottage, Chapel Hill, Sedlescombe was Friday 15 February at 18:00.

2. **RECEIPT OF TENDERS.** Three tenders were received in sealed envelopes by the due time.

3. **OPENING OF TENDERS.** Tenders from

Martin Hawkins Building Limited of The Spinney, 156 Hastings Road, Battle TN33 0TW
Southern Construction of The Maples, 50 Westfield Lane, St Leonards on Sea TN37 7NG
Steed Construction Limited of 3 Sycamore Close, Avondale Road, St Leonards on Sea TN38 0WA

were opened at a meeting of the Finance Committee of Sedlescombe Parish Council held on Monday 18 February 2008.

4. **ANALYSIS OF TENDERS.** The analysis of the tenders was discussed by the Finance Committee of Sedlescombe Parish Council at a meeting held on Thursday 21 February 2008. The following action was agreed:

Steed Construction Ltd – preferred option for the following reasons:

1. Steed Construction Ltd is considered to have provided the most robust, indicative price for the building excluding the piles and slab, of the three quotations. The breakdown of contingency sums appears to be reasonable and the total well within £1,400 sq.metre. However, the price is thought to be sufficient to cover the cost of the building works as specified.
2. Details of three different building works recently completed and three building works in progress have been supplied as references.
3. Steed Construction Ltd. is a NHBC registered builder (registration number 56655). The advantage of the registration is that *"Only builders and developers who can demonstrate financial security and technical competence are registered with NHBC. NHBC carries out commercial and technical assessments of all applicant builders and developers before offering 'registered' status. All registered builders agree to comply with NHBC Rules and build homes to NHBC Standards of construction."* By choosing a NHBC registered builder, the Parish Council can be confident that they should carry out the building work in accordance with the up-to-date standards and should be financially secure throughout the project.

Martin Hawkins Building Limited and Southern Construction. Not the preferred option because Steed Construction is the preferred option for the above-mentioned reasons.

P J Raymond
Clerk/RFO
Sedlescombe Parish Council
Woodland Cottage, Chapel Hill, Sedlescombe TN33 0QX
22 February 2008