

Invitation to Tender

Brief and objectives

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| Project: CHARM virtually plastic free homes |
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| Contractor Discipline: Groundworks |
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Context

The work completed through these tenders will inform the design and manufacturing work within the CHARM project, a project which is supported by the EU Interreg North-West Europe and Accord Housing Association.

CHARM stands for Circular Housing Asset Renovation & Management and it aims to reduce the amount of waste in the housing construction sector. The building sector is responsible for more than 60% of resource use in Europe, with more than 30-50% of material use taking place in the housing construction sector.

The CHARM project is a new development of 12 one bedroom homes between Edward Street, Redditch and railway line. The design of these aims to create plastic free homes, which will apply timber frame construction, allowing for easy assembly, disassembly and re-assembly and re-use of components and thus relocation in case housing demands drops, whilst avoiding the use of heavy weight concrete and traditional construction methods that do not lend itself easily for prevention of downcycling. Accord Housing Association will minimize the use of plastic during the construction process.

We will not allow any unauthorised plastics to enter the CHARM site.

We have achieved planning permission and aim to complete in 2021.

Site Address: Edward Street, Redditch, B97 6HA

Downloads

Download accompanying documents and to find this as a Word document go to:

<https://accordgroup.org.uk/about/supply-to-us/charm>

Queries

*Please Email Mary Doria if you intend to provide a Tender Response so we can update you with any queries. If you have a query, please email mary.doria@accordgroup.org.uk with the subject line – ‘**Query: CHARM SC1 Groundworks**’.*

Scope of works

Specification of Groundworks

Generally

Whilst the extract from the Employer's Requirements may make specific reference to materials to be used on this development, you are requested to provide an alternative specification and price for materials which you consider suitable and which offer cost

savings, providing they fulfil are aims of achieving a **virtually Plastic free scheme**. The Contract does allow the Contractor to offer alternative materials which may be considered equal or approved. It is our intention to make full use of this condition in order to achieve cost savings where possible.

The Contract to be adopted between Accord and Sub-contractor will be the JCT Minor Works Contract 2016.

Works must comply fully with relevant Codes of Practice, British Standards, Health and Safety Requirements, COSHH regulations.

Programme

Please advise your required programme period in respect of each element of the works.

Groundworks Elements

The following works are to be included within the Groundworks package:-

1) Generally

All setting out is to be undertaken by the Sub-contractor.

Temporary roads

Stone for the Main Contractors compound and the maintenance of the same in accordance with the attached drawing

Tolerances - oversite concrete slab should be constructed within the following tolerances:-

Line +/- 5mm

Level +/- 5mm

All abnormalities met by the sub-contractor in the course of undertaking the sub-contract works shall be deemed to be included by the sub-contractor with the exception of breaking-out rock met during excavations. A rate for this work to be submitted with the Tender. Any voids met during excavation works are to be collapsed and compacted.

Attendance whilst Piling operations are undertaken required

YES/ NO

To include pile setting out, proof testing of pile positions, removal of near surface obstructions.

2) Site Clearance

To include the removal of all trees not required within the final scheme.

Topsoil to be stripped and preserved on site.

3) Excavate to reduce levels

All excavation required in order to establish formation levels shall be included by the subcontractor.

4) Roads and Footpaths

Construct all adoptable and non-adoptable roads and associated footpaths in accordance with Engineers drawings.

5) Drainage

Construct all adoptable and non-adoptable drainage in accordance with Engineers recommendations. This is to include all final connections to existing drainage and domestic drainage to each plot. The foul plot connections will include all works up to and including the drainage through the slab. The rainwater plot connections shall include all works up to the connection to rainwater downpipes.

Any storm water drainage required in order to ensure the collection and dissipation of water collected on private drives and individual drives shall be included by the sub-contractor.

Any diversion of existing drainage in order to facilitate new drainage works shall be included by the sub-contractor.

Land drains required to assist site drainage shall be included by the sub-contractor.

6) Substructures

Construct substructures in accordance with engineers drawings, including all drainage, service entries and insulation. The sub-contractor is to be responsible for supplying and laying the plastic pipework used from the Water Company stop tap to the stop tap within the dwelling.

All brickwork and blockwork below and including DPC shall be undertaken by the sub-contractor including the provision of air vents.

7) Private drives and public car parking areas

Construct all private and individual plot drives as detailed on the site layout.

8) Landscaping

The sub-contractor is to allow for cleaning around and removing from site any discarded building materials immediately following the dismantle of scaffolding; the completion of plasterboarding; prior to handover.

Topsoil to be imported if necessary should there be any deficiency between that required and amounts collected during site strip.

All landscape areas are to be graded and prepared to receive planting or turf where applicable.

All plot paths are to be constructed by the sub-contractor. These shall be constructed either in-situ or of pre-cast concrete slabs - see specification. In-situ paths to be brushed finish with trowelled margin and rounded edges.

The sub-contractor to allow for concreting and erection of a rotary line to each property.

9) Screen /Retaining Walls

The sub-contractor is to allow for forming the foundations to all screen and retaining walls. Further earthworks required in the formation of the retaining walls shall be allowed for by the sub-contractor.

10) Services

Allow for all excavation and associated works for services distribution. It is intended that a Common Services trench should be adopted thus minimising excavations.

11) Street Lighting

Allow for all excavation, bedding and dusting materials in association with street lighting works.

12) Pruning / clipping

Allow for pruning / clipping trees / shrubs as required.

The sub-contractors estimate is to be analysed into the following elements:-

- 1) Preliminaries
- 2) Site Preparation
- 3) Roads
- 4) Footpaths
- 5) Road Drainage (all drainage beneath the road construction)
- 6) Mains Drainage (drainage not on plot or beneath the road)
- 7) Domestic Drainage (on plot drainage)
- 8) Services Installations (including Street Lighting)
- 9) Sub-structures
- 10) Private / Individual Drives, Parking Areas, Access Ways
- 11) Plot Paths and Paving
- 12) Screen Wall/ Retaining walls Foundations
- 13) Substation
- 14) Garden and Landscaped Areas
- 15) Bins and Cycle Store Bases

Generally, all of the groundworks on the site are to be performed by a single sub-contractor. Therefore any works not specifically detailed within this document, but which are necessary to carry out and complete the groundworks shall be deemed to be included in the sub-contract price. If you are unsure over any specific item of work, then please contact the Contractor.

Procurement timetable

Deadline for tender application submission: Thursday 1st April 2021, 12-noon

Initial decision for award of tender: w/c 8th April 2021

Contract award: 19th April 2021

Supporting Information required:

Once appointed, Accord will invite you for pre-start meeting at our West Bromwich office, factory or Online Conference call, on one dates listed below. On return of your fee proposal can you please confirm dates and times you are available:

| CHARM virtually plastic free homes | | | |
|--|----------------------------------|----------------------------------|----------------------------------|
| Pre Start Meeting (please provide all availability) | | | |
| | Tue 20th April | Wed 21st April | Thu 22nd April |
| am | | | |
| pm | | | |
| | | | |

Accord Construction will provide PDFs and Revit drawings to suit.

Evaluation

The tender will be reviewed by the evaluation panel on the following basis (Selection and Award criteria on following page).

Selection criteria – please complete

Successful tenderers will meet **all** selection criteria.

| Criteria | How do you meet these criteria (if on Framework / Accord Suppliers List please refer to this) – you can also refer to your current CHAS/Constructionline/SMAS accreditation https://accordgroup.org.uk/about/supply-to-us |
|---|--|
| Qualifications | |
| Health and Safety (we will conduct a search via HSE) | |
| Quality including certification by official quality control institutes or agencies of recognised competence and or attesting conformity to quality assurance standards and or measures (including ISO 9001) | |
| Financial and economic standing including appropriate insurance provisions (we will conduct a search using Dunn & Bradstreet) | |
| Sustainability, including environmental management measures and compliance with ISO14001 | |
| Modern Slavery compliance | |
| Social value requirements | |
| Equality and Diversity | |

Award criteria (for information)

We will award the contract to the successful tenderer as the ‘most economically advantageous tender’. The criteria used to define this are given below. Please respond to the questions to the end of this document:

| Criteria | Weighting (%) | Score (0-5) |
|--|---------------|-------------|
| Plastic free working/commitment | 25 | |
| Ability/examples of working to the programme | 10 | |
| Experience working with housing providers | 10 | |
| Period of completion | 10 | |
| Technical assistance available for this contract | 10 | |
| Price (excl. provision of access equipment) | 35 | |
| TOTAL | 100 | |

This tender is an open tender.

Pricing Schedule – please complete

Please provide quotes against stages.

| Property | % | Price (£ excl. VAT) |
|--|-----|---------------------|
| Prelims | | |
| Site prep and clearance | | |
| Cut and fill (and cartaway) | | |
| Roads/Highways and Sewers | | |
| S278 Works | | |
| Foundations | | |
| Beam and block floor (including screed) | | |
| Structural steel bases (for main structure and balconies) | | |
| Paths and patios | | |
| Drainage and attenuation (including testing) | | |
| Bin store up to DPC | | |
| Cycle store up to DPC | | |
| Substation up to DPC | | |
| Brickwork up to DPC | | |
| Screen walls | | |
| Domestic services and mains services (including bases for EV chargers) | | |
| External lighting and trenches | | |
| Topsoil | | |
| Scaffold base | | |
| Road sweep | | |
| Removal of surface water (CCTV survey upon completion) | | |
| Erection of segregated pedestrian walkways | | |
| | % | £ |
| TOTAL (excl. VAT) | 100 | |

On appointment, method statements should be sent to Stephen Powell – Construction Project Manager Stephen.powell@accordgroup.org.uk a minimum of 10 days prior to work commencement. Tenderers will need to respond fully via post to: FAO Ebony Rose, Accord Housing Association, 178 Birmingham Road, West Bromwich, B70 6QG.

TUPE will not apply for this contract.

Rules for submission of tenders

Tenders must be submitted:

- Via post to: FAO Ebony Rose, Accord Housing Association, 178 Birmingham Road, West Bromwich, B70 6QG
- *Process required for submitting Formal Tender*
 - o *Complete the document and place in the envelope. Please have the **Tender Pricing Summary – CHARM** sheet on top of your returned documents. Failure to include this document will make your Tender Void.*
 - o *Attach the **Tender Return Envelope (purple)** to a sealed plain envelope and it must be posted or hand delivered before the Tender Date and time. Failure to deliver by the given date will make your Tender Void.*

| Declaration – please complete | I agree (digital signature) |
|---|-----------------------------|
| I have not and will not inform any other person of the amount of my tender | |
| I have not fixed the amount of any tender in accordance with a price fixing arrangement | |
| I accept that Accord is entitled to cancel the contract and to recover from them the amount of any loss resulting from such cancellation if it is discovered that there has been any corrupt or fraudulent act or omission by us which in any way induced Accord to enter into the contract | |
| I acknowledge that Accord is not bound to accept the lowest or any tender submitted, that the tender exercise may be aborted at any stage during the tender process and that I tender at my own cost and expense | |
| I am not related to any Accord staff or Board member | |

Standard Terms & Conditions of Contract

We will pay invoices within 30 days on the schedule upon completion of sections of work. We will need invoices/valuations to be split between labour and materials. Please provide a full broken down schedule of how you will submit your valuations. We will need you to detail how plastic use has been reduced/ controlled.

Your tender is to be based on the documents enclosed with this Invitation to tender and in accordance with the details below:

| | |
|-------------------------------------|--|
| Form of Subcontract Agreement: | JCT Minor Works 2016 |
| Works Package Commencement Date: | Approx. April 2021 |
| Works Package Completion Date: | Approx. November 2021 |
| Liquidated and Ascertained Damages: | TBA |
| Defects Liability Period: | 12 Months |
| Basis of Quotation: | Lump sum, Fixed for duration of contract |
| Valuation Intervals: | Monthly |
| Retention: | 3% |
| Period for honouring payment: | Four weeks |
| Payless notice period: | 1 days before final date for payment |

Questions to tenderers – please complete

1. We will not allow any unauthorised plastics to enter the CHARM site. Please provide an example of where you have changed your practice in order to reduce plastics, or another type of material. If you have not worked on such a project before, please show how you would reduce plastic use in the project.
2. Please provide a full broken down schedule of how you will submit your valuations (this particularly relates to splitting between labour and materials and defining which products were used for checking for plastics).
3. Please provide an example of where you have worked on an apartment development with a housing provider. Please describe how the programme was managed and how you responded to changes.
4. Please provide a timetable/programme of works broken down.
5. What resources do you currently have available to carry out this work package?
6. Please attach documents to support your selection as detailed in the Selection Criteria (respond using the table also).
7. Please provide up to two further pages of information which will help us to score your tender against our Award Criteria detailed above in this document.