

**REQUEST FOR QUOTATION**

**Upgrade and Refurbishment of Industrial Units and Offices**

**Background – The Industrial Units and Offices have been vacated for approximately 3 to 4 years. They are currently in a semi-derelict condition requiring various works to bring the properties into a usable facility.**

**Requirement – The scope of works include but not limited to – re-cladding of the complete building plus roof repairs – total re-wire with heating and lighting upgrades – removal of existing boilers and obsolete radiators – upgrade of kitchen and toilet facilities – plaster boarding and skimming throughout – installation of ceiling grid and tiles throughout – painting and decorating – new windows and doors – upgrade of tarmac surrounds – new shutters and main gate entrance**

**Deliverable Timescale**

We expect the project to commence no later than April 2023, and to be completed by July 2023

**Indicative Budget** Total cost assessment between £350,000.00 to £450,000.00

**Evaluation Criteria**

Quotations will be assessed and scored on the following criteria:

**Cost 35%**

Does supplier offer value for money.

**Deliverability Within Specified Timescales 35%**

Supplier must demonstrate they can deliver the requirement to timescales above

**Meeting Specification Details 10%**

Supplier must demonstrate all specifications met

**Supplier Suitability 20%**

Supplier must demonstrate they have the capability to deliver the requirement

**Scoring Methodology**

4 Excellent	Proposal meets, and in some places exceeds the required standard
3 Good	Proposal meets required standard
2 Acceptable	Proposal meets the required standard in most respects, but is lacking or inconsistent in others
1 Poor	Proposal falls short of expected standard
0 Unacceptable	Completely or significantly fails to meet required standard or does not provide the relevant answer



**European Union**

European Regional  
Development Fund



### **Deadline and Submission**

Proposals for consideration are required by: 12.00 noon **on 8 April 2023** either electronically to:

*Stephen Fisher – Tel: 07860 224298 – [stephen@morganhope.com](mailto:stephen@morganhope.com)*

### **Date Published – 22.2.23**

- 1) **This project is part of the Liverpool City Region High Growth Programme, and is part funded by the European Regional Development Fund. Under current Public Procurement Regulations there is no formal tender procedure, but a detailed written quotation is required**

- 2) **Conditions of Quote**

Please be aware that due to the relatively low indicative budget for this work (i.e. less than the current OJEU limits) there is no regulatory obligation for us to provide feedback if you are unsuccessful.

We reserve the right to discontinue this quote process at any time and not award a contract.

You will not be entitled to claim from us any costs or expenses which you may incur in preparing and/or submitting your quote at any stage of this exercises. This applies, whether or not your organisation is successful.