

Alder & Frame Building Services Ltd

MECHANICAL & ELECTRICAL CONTRACTORS - FICTIONAL COMPANY

Ref: AF/T-1174 · 14 June (year omitted - illustrative) · Private & Confidential

Westgate Estates Management Co. (fictional)

Estate Office, Northgate Business Park

Tender Return - Package M&E-02

Northgate Business Park, Building C - Mechanical & Electrical Refit

Dear Sirs,

We are pleased to submit our tender for the above package, enclosing our priced schedule, scope response, and programme in accordance with your Invitation to Tender.

Alder & Frame has delivered comparable plant-room and distribution refits across occupied commercial estates, and the site team proposed for this scheme completed a similar phased AHU replacement while the building remained in full operation. Method statements enclosed are drafted for this scheme specifically.

Our commercial response is set out in Section 3. Rates are inclusive of overheads and profit. Preliminaries are shown as a lump sum.

We trust the enclosed meets your requirements and look forward to hearing from you in due course.

Yours faithfully,

R. Alder - Director (fictional signatory)

2. Scope of Works - Summary

Strip-out and replacement of two roof-level AHUs; LTHW pipework modifications at risers R1–R4; BMS head-end upgrade and re-graphics; small power and containment for the third-floor fit-out zone; testing, commissioning, and O&M handover.

3. Pricing Schedule

ITEM	DESCRIPTION	QTY	RATE	TOTAL
3.1	Preliminaries (lump sum)	-	-	£68,400
3.2	AHU-01 & AHU-02 replacement incl. craneage	2 nr	£74,250	£148,500
3.3	LTHW modifications, risers R1–R4	1 item	-	£86,900
3.4	BMS head-end upgrade & points re-graphics	1 item	-	£42,300
3.5	Small power & containment, third floor	1,240 m	£31.50	£39,060
3.6	Testing, commissioning & O&M	1 item	-	£24,800
	Tender total (excl. VAT)			£409,960

All rates are deemed inclusive of overheads, profit, and attendances. Mark-up is not shown separately.

PC sum of £18,000 included within item 3.4 for controls points subject to survey.

4. Programme & Compliance

4.1 We propose a mobilisation period of **18 weeks** from award to first AHU isolation, reflecting current switchgear lead times.

4.2 On-site duration is programmed at 22 weeks with a stated float of 3 days.

4.3 Phasing follows the estate's occupied-floor constraints, with out-of-hours isolations agreed two weeks in advance.

4.5 Commissioning is sequenced floor-by-floor ahead of a single witnessed demonstration.

5. Employer's Requirements - Response Summary

REQ.	REQUIREMENT	RESPONSE
R-012	Phased working in occupied building	Method statement MS-04 enclosed
R-027	Margin cap commitment on instructed variations	Noted.
R-049	BMS graphics to estate standard	Included within item 3.4
R-103	16-week maximum mobilisation	Refer to Section 4

6. Insurances

Employer's liability £10m; public liability £10m; professional indemnity £5m. Certificates enclosed and current.