

C4106/C4208/C4388/ C2550/2017.10.12

12th October 2017

To whom it may concern

St. Thomas House
14 Central Avenue
St. Andrews Business Park
Norwich NR7 0HR

T 01603 707900
W www.oxbury.co.uk

Dear Sirs

**RE BATCH OF 4NR VICTORY HOUSING TRUST OWNED SITES, FAKENHAM:
10 LANCASTER CLOSE – 2NR DWELLINGS
LAND OFF LANCASTER AVENUE – 1NR DWELLING
1 JUBILEE AVENUE – 1NR DWELLING
18 GREENWAY CLOSE – 2NR DWELLINGS**

(Also at:)
Cambridge – 01223 393900
Chelmsford – 01245 200190

Registered in England &
Wales Number 4679638



Further to the interest your Firm expressed in submitting a tender price for the above works, please find attached the following:

- The Employer's Requirements reference ER/C4106/C4208/C4388/C2550 dated September 2017 (N.B. The site boundary plans attached Appendix G thereto will be forwarded during the Tender Period)
- Client Design Brief – Victory Housing Trust's Design & Construction Brief – September 2017, including Appendices thereto.

Site Specific Information – 10 Lancaster Close

- The Nominated Scheme Designer's Planning / Tender Drawing Nr:
 - o 9550-1000 Revision E - Site Plan, Location Plan, Floor Plans
- Rossi Long Consulting's Geo-Environmental Report Referenced 171153 dated 14th June 2017.
- Dyno Rod's Drainage Survey Referenced DR17/418A-3 dated 11th May 2017.
- Anglian Land Survey's Topographical Survey drawing ALS6764/100/03, dated November 2014.

Site Specific Information – Land off Lancaster Avenue

- The Nominated Scheme Designer's Planning / Tender Drawing Nrs:
 - o 9570-5000 Revision - Enclosures Plan
 - o 9570-1000 Revision A – Floor Plans & Elevations
- Rossi Long Consulting's Geo-Environmental Report Referenced 171153 dated 14th June 2017.
- Dyno Rod's Drainage Survey Referenced DR17/418A-1 dated 11th May 2017.
- Anglian Land Survey's Topographical Survey drawing ALS6764/100/04, dated November 2014.

Site Specific Information – 1 Jubilee Avenue

- The Nominated Scheme Designer's Planning / Tender Drawing Nr:
 - o 10350-1000 Revision B – Proposed Development Plan, Site Location, Floor Plans and Elevations
- Rossi Long Consulting's Geo-Environmental Report Referenced 171153 dated 14th June 2017.
- Dyno Rod's Drainage Survey Referenced DR17/418A-2 dated 11th May 2017.

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- Anglian Land Survey's Topographical Survey drawing ALS7787/200/02, dated April 2017.
- C J Yardley's, Arboricultural Impact Assessment, Provisional Tree Protection Plan and Method Statement dated January 2017.

Site Specific Information – 18 Greenway Close

- The Nominated Scheme Designer's Planning / Tender Drawing Nr:
 - o 9530-1000 Revision H – Site Plan, Site Location Plan, Floor Plans
- Anglian Land Survey's Topographical Survey drawing ALS6764/100/02, dated November 2014.
- C J Yardley's, Arboricultural Impact Assessment, Tree Protection Plan and Method Statement Referenced 15/0642 dated July 2015.

The following Engineering sketch details are provided for information only and tenderers shall be responsible for satisfying themselves as to the adequacy of the information contained within them:

- o Rossi Long Consulting's Preliminary Engineering Assessment for Lancaster Close, Fakenham, Referenced 171153.2 dated 26th June 2017.
- o Rossi Long Consulting's Preliminary Engineering Assessment for Land off Lancaster Avenue, Fakenham, Referenced 171153.4 dated 23rd June 2017.
- o Rossi Long Consulting's Preliminary Engineering Assessment for 1 Jubilee Avenue, Fakenham, Referenced 171153.1 dated 23rd June 2017.
- o Rossi Long Consulting's Preliminary Engineering Assessment for Greenway Close, Fakenham, Referenced 171153.3 dated 26th June 2017.

The following statutory authorities' responses to enquiries are provided for information only and tenderers shall be responsible for satisfying themselves as to the adequacy of the information contained within them:

10 Lancaster Close

- o Anglian Water's sewer and water asset plans dated 11th October 2016
- o BT Openreach's asset plan dated 12th October 2016
- o National Grid's asset plan dated 14th October 2016
- o UK Power Network's asset plan dated 12th October 2016
- o Norfolk County Council Highways Plan dated 12th June 2009

Land off Lancaster Avenue

- o Anglian Water's sewer and water asset plans dated 11th October 2016
- o BT Openreach's asset plan dated 12th October 2016
- o National Grid's asset plan dated 14th October 2016
- o UK Power Network's asset plan dated 12th October 2016
- o Norfolk County Council Highways Plan dated 18th December 2014

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1 Jubilee Avenue

- o Anglian Water's sewer and water asset plans dated 11th October 2016
- o BT Openreach's asset plan dated 12th October 2016
- o National Grid's asset plan dated 14th October 2016
- o UK Power Network's asset plan dated 12th October 2016

18 Greenway Close

- o Anglian Water's sewer and water asset plans dated 11th October 2016
 - o BT Openreach's asset plan dated 12th October 2016
 - o National Grid's asset plan dated 14th October 2016
 - o UK Power Network's asset plan dated 12th October 2016
 - o Norfolk County Council Highways Plan dated 23rd December 2014
- One copy of the CDM Pre Construction Information of the 4Nr sites, dated October 2017.
 - The Form of Tender
 - Employers Suitability Requirements

The following information will be forwarded during the Tender Period once it becomes available:

- BRE 365 Testing Reports (for all sites)
- Geo-Environmental Report (18 Greenway Close)
- Drainage Survey (18 Greenway Close)
- Highways Boundary Plan – 1 Jubilee Avenue
- Appendix G Boundary Plans to the Employers Requirements

The Works are to be carried out in accordance with the Contract and other conditions specified in the Employer's Requirements subject to such modifications as are mentioned in the further documents referred to above.

Tenderers are hereby advised that an unqualified compliant tender is to be submitted, however, should it be considered that any of the tender documents or requirements are deficient or require clarification whether technically or in contractual terms, they should inform Mark.Turner@victoryhousing.co.uk as soon as possible but not less than 10 working days before the closing date for tenders. A non-compliant tender submission may be rejected and all other communications in connection with the tender process should be directed to Mark.Turner@victoryhousing.co.uk.

Tenders will be assessed on the basis of lowest price as set out within the Employer's Requirements enclosed herewith which meet with the Employers Suitability Requirements. The tendering procedure will be conducted in accordance with the principles set out in the JCT Tendering Practice Note (2012). The Employer reserves the right to postpone the closing date for tender submissions and to accept any tender or no tender at all. No tendering expenses will be payable.

Tenderers to submit the completed Form of Tender including certificate of non-collusion, Contract Sum Analysis, Contractor's Proposals (as detailed in the Employer's Requirements) and information requested in the Employers Suitability Requirements by 23 November 2017 no later than 12.00 noon to Victory

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Housing Trust's Offices (use non-resealable plain sealed packaging; the package, envelope, or any franking thereon, must not bear the marks, sign or reference which might indicate the identity of the Tenderer). The packaging should clearly note the following:

DO NOT OPEN - TENDER FOR NEW BUILD AFFORDABLE HOUSING
(not to be opened before 12.00 midday 23 November 2017)

John Archibald
Victory Housing Trust
Tom Moore House
Cromer Road
North Walsham
Norfolk
NR28 0NB

Please note that late tenders or tenders not submitted in accordance with the above procedures will not be accepted under any circumstances.

Finally, we advise that any personnel wishing to visit the sites during the Tender Period should contact Mark.Turner@victoryhousing.co.uk.

All queries and other communications in connection with the tender process should be directed to Mark.Turner@victoryhousing.co.uk.

Yours faithfully



JOSHUA BELL
GRADUATE SURVEYOR

T 01603 707975 E joshbell@oxbury.co.uk