

14. GUILDHALL FIRE DOORS – to receive tenders and select one as the contractor.

Background – This contract was re-tendered on 11th May 2020. In total six quotes were received. A short-list of four contractors was selected by the Vice-chair of the Facilities Committee and the Facilities Manager at a meeting held on 22nd June 2020. Further detailed information was sought from the short-listed contractors including previous experience relevant to the delivery of this contract, H&S policy including COVID-19 procedures and anticipated start date. The Vice-chair of the Facilities Committee and the Facilities Manager met again on the 25.06.2020 to review the short-list and selected contractor C as their preferred contractor.

The price returns were as follows (all prices exclusive of VAT):

Contractor A	£12,350.30
Contractor B	£13,442.55
Contractor C	£13,813.00
Contractor D	£14,326.00
Contractor E	£15,857.00
Contractor F	£15,973.00
Contractor G	£16,369.20

All prices exclusive of VAT, which may be charged at a lower rate and can be reclaimed by a Public Body (VATGPB10435) but which if reclaimed may then prejudice the ability of the Council to claim any VAT because the Council may exceed the £7,500 VAT threshold for Public Bodies.

The indicative project budget is £15,000. An initial sum of £2,778.00 has already been spent on professional fees and listed building consent.

RECOMMENDATION: The Town Council AGREES to increase the budget for the installation of new fire doors and associated fire stopping works in the Guildhall by £5,000.00 from the General Reserve. The Town Council AGREES to appoint contractor C on the basis that this contractor provides value for money and has fulfilled all other requirements of the tender process.