

## INSTRUCTIONS

All prices shall exclude VAT.

Prices are inclusive of all costs to deliver the service as described in the specification.

**Tenderers are required to complete the Price Matrix in full. Any cells not completed shall be considered non-compliant and may result in your tender being rejected.**

Tenderers are required to complete all the blank cells. Shaded black cells signify that its not applicable at that site. Non-completion of any part of the Price Matrix may result in your

Tenderers are required to enter their organisation name in cell C/D/E 4.

Prices shall be fixed for the duration of the contract including all extension periods. The Contract Term shall be 3 years initially, with a possible 2 year extension at the sole discretion of the Council commencing in December 2022. Annual increases in the Department of Trade and Industry's NOMACOS Index: Tables of Resource Cost Index of Maintenance for Buildings from a base date of year 1 year may be applied at the discretion of the Council

The schedules in attached pricing document represent locations of equipment required to be maintained, as at the start of the contract. During the course of the contract the Council reserves the right to add to or delete from the schedule at any time during the course of the contract. Any price adjustments shall be on a pro-rata basis

The Council do not guarantee to include 'servicing and maintenance of current 3rd party external dual comm monitoring' (columns I, J and K). The Council reserve the right to vary the Contract at any time throughout the duration of the Contract Term to include these



**Additional works to ensure a complete maintenance regime**

Any other works required to provide compliant maintenance of the specified equipment  
Tenderer to identify reasons for additional cost in writing

**Provision of long lead time spare parts**

Provision of spare parts in store on site to ensure that all consumable items including sensor, pump, relays, mixing valves joints etc are available for immediate fitting £ .....

**Dayworks**

Provide below the hourly rate required for labour employed on a daywork basis

Servicing Engineer  
Day Rate £ .....  
Hourly Rate £ .....

Servicing Apprentice / Assistant  
Day Rate £ .....  
Hourly Rate £ .....

Provide costs of AC gas and bottle hire and disposal  
Additional Gas £ .....  
Disposal £ .....

Provide below the percentage addition to Trade company discounts cost of materials used in work valued on a daywork basis:-  
Percentage addition is .....

Provide below the percentage addition required to be added to the net cost of plant./equipment used in work valued on a daywork basis:-  
Percentage addition is .....

Provide below the percentage addition for use of sub-contractors of all or any part of works  
Percentage addition is .....

**Out of Hours Working**

Provide below the percentage addition required to be added to the tendered rates for work authorised to be undertaken "out of hours" (working hours are defined as 0800 hrs to 18:00 hrs Monday to Friday with the exception of Bank Holidays)  
Percentage addition is .....

Provide below the percentage addition required to be added to the tendered rates for work authorised to be undertaken on Bank Holidays from 0001hrs to 2359 hrs  
Percentage addition is .....

The above prices are submitted as firm prices for the specification of works detailed in the contract documentation.

Signed ..... in the capacity of .....

Company..... Tel. No. ....

Approved..... in the capacity of .....

Company..... Tel. No. ....