LYNEHAM & BRADENSTOKE PARISH COUNCIL

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Tender Comparison Report for Public Toilet Refurbishment

May 2025

Introduction

This report compares two tender submissions (Contractor A and Contractor B) for the refurbishment of the public toilet block in Lyneham, Wiltshire, as per the Statement of Work issued on 17 March 2025. The analysis evaluates compliance with the specified scope (Electrical, Plumbing, Construction), cost, timeline, experience, and adherence to health, safety, and building regulations. The report is anonymised to ensure impartial decision-making, with recommendations to guide the Parish Council.

Tender Comparison Table

The table below summarises key details of the two bids, including total price (including VAT) and pertinent contract details.

Contractor	Total Price (inc VAT)	Pertinent Contract Details
Contractor A	£120,850.62	- Detailed breakdown of 40 items covering electrical, plumbing, and construction works. - Includes 10% contingency (£9,155.35). - Specifies subcontractors for flooring, plumbing, and electrical works. - Payment terms not provided. - Quote valid until 1 May 2025. - Includes 6 electric-opening Velux rooflights, hygienic wall

Contractor	Total Price (inc VAT)	Pertinent Contract Details
panels, cubicle installations, and oak entrance posts. - No timeline provided. - No health, safety, or environmental policies or references included. - **Gaps**: Missing hand dryers, payment terms, timeline, and evidence of qualifications/experience.		
Contractor B	£88,250.40	- Summarised into three categories: Electrical, Plumbing, Construction.
- Includes 5% contingency (£3,502). - Payment terms: 25% upfront, balance in three payments at weeks 4, 8, and 12. - Quote valid for 30 days from 30 April 2025. - Detailed 12-week scope of works aligning with tender requirements. - Includes hand dryers, 3 electric heaters, and all specified sanitaryware. - No subcontractors named, but provides health, safety, and environmental policies, including safety accreditation and waste carrier licence. - Includes two references from council and commercial clients. - **Gaps**: No subcontractor details, Velux sizes not specified, exclusions may lead to additional costs.		

Analysis of Bids Against Tender Requirements

The tender specifies Electrical, Plumbing, and Construction works, with exclusions and bidder instructions. Evaluation criteria include Cost (40%), Experience (30%), Timeline (20%), and Compliance (10%).

Electrical Works

Requirements: 6-way consumer unit with MCBs, 30mA RCD, Type 2 SPD; minimum 6 double sockets, 5 fused spurs, 3 PIR sensors, 5 LED lights, 3 emergency lights, 3 non-dimmer switches, 1 emergency key switch, 2 hand dryers, 1 external wall light, power for 6 Velux rooflights, 2 extraction fans with isolators, 1 photocell/timer; remove existing components.

- **Contractor A**: Includes all required items except hand dryers (minimum 2 required), a critical gap. Mentions removal of existing components. Potential error in heater pricing (3 listed, priced for 2), though heaters are not in electrical scope.
- **Contractor B**: Fully compliant, listing all items including 2 hand dryers and removals in a detailed 12-week scope. No deficiencies or issues.

Plumbing Works

Requirements: Decommission/remove sanitaryware, pipework, waste systems; men's WC (2 urinals, 1 disabled WC with DOC M Pack, 1 basin, Rapidfit cubicle); women's WC (1 disabled WC, 1 back-to-wall pan, 1 basin, Rapidfit cubicles); new pipework, waste systems, Ariston heater, thermostatic valves; specific sanitaryware (2 DOC M Packs, 2 baby changing units, 1 back-to-wall pan, 1 concealed cistern, 2 vanity basins, 2 non-concussive taps, 2 clicker wastes, 2 Rapidfit vanity units, Rapidfit cubicles).

- **Contractor A**: Covers decommissioning, men's and women's WC installations, pipework, heater, and valves. Does not explicitly list all sanitaryware (e.g., specific pan, cistern, taps), risking misalignment.
- **Contractor B**: Fully compliant, detailing all requirements and sanitaryware in 12-week scope. No deficiencies or issues.

Construction Works

Requirements: Safety fencing, worker's WC, signage, skips, scaffolding; remove 6 Velux windows, disabled toilets, plant room fixtures, pergola/posts (replace with oak posts), cubicles, cladding, tiles, urinal, skirting, sinks, stud walls; insulate rafters (100mm), plaster/paint ceilings/walls, wet room flooring, hygienic wall panels, 4 external doors, concrete ramps, exterior refurbishment (jet wash, composite/PVC cladding, repointing), 2 mirrors, 6 Velux rooflights, 3 electric heaters, signage, clean.

- **Contractor A**: Covers most requirements, including oak posts and removals. Lists 3 heaters but prices for 2, creating ambiguity. No explicit mention of scaffolding or worker's WC, though implied.
- **Contractor B**: Covers all requirements except oak posts, a minor gap if required. Includes asbestos survey and detailed scope. Velux sizes not specified.

Exclusions

Requirements: Excludes making good beyond patching, works outside scope, furniture clearance, builders' work, re-decoration beyond scope, waste removal unless specified.

- **Contractor A**: No exclusions listed, implying all scope items included. Risks disputes if additional works arise.
- **Contractor B**: Exclusions align with tender, but may lead to costs if client expects additional works (e.g., patching, clearance).

Bidder Instructions

Requirements: Detailed cost breakdown, timeline, qualifications/experience, itemised quotes for additional works, compliance with regulations, confirm quantities (e.g., Velux sizes), include 20% VAT, specify VAT status.

- **Contractor A**: Provides detailed breakdown but not categorised by scope. No timeline, qualifications, compliance evidence, Velux size confirmation, or VAT status. Includes VAT.
- **Contractor B**: Summarised breakdown with detailed scope, 12-week timeline, references, compliance policies, and accreditation. No Velux sizes or VAT status. Includes VAT.

Evaluation Criteria Assessment

Cost (40%)

- **Contractor A**: Higher price (£120,850.62) with 10% contingency. Missing hand dryers and heater ambiguity weaken competitiveness.
- **Contractor B**: Lower price (£88,250.40) with 5% contingency, supported by detailed scope. Exclusions risk additional costs.

Experience (30%)

- **Contractor A**: No references or evidence, a critical gap.
- **Contractor B**: Two references from council and commercial clients, plus safety accreditation, demonstrate relevant experience.

Timeline (20%)

- **Contractor A**: No timeline, failing tender requirements.
- **Contractor B**: 12-week timeline, fully compliant and detailed.

Compliance (10%)

- **Contractor A**: No policies or accreditations, compliance unverified.
- **Contractor B**: Robust policies, safety accreditation, and waste licence ensure strong compliance.

Key Issues, Deficiencies, and Gaps

Contractor A:

- **Deficiencies**: Missing hand dryers, timeline, qualifications/experience, compliance evidence, Velux size confirmation, VAT status, exclusions.
- **Issues**: Heater pricing discrepancy, no payment terms, high price, lack of credibility.

Contractor B:

- **Deficiencies**: No Velux size confirmation, subcontractor details, VAT status, oak posts.
- **Issues**: Exclusions may incur costs, lower contingency risks shortfall.

Recommendations

To ensure an informed decision, the Parish Council should:

1. **Clarify Scope**: Confirm need for oak posts and expectations for exclusions (e.g., patching, clearance).
1. **Request Information**: From Contractor A: timeline, payment terms, hand dryers, heater clarification, references, compliance policies, VAT status, Velux sizes. From Contractor B: Velux sizes, subcontractor details, VAT status.
2. **Evaluate Cost vs. Risk**: Assess Contractor B's lower price and contingency against Contractor A's higher cost and buffer.
3. **Validate Experience**: Verify Contractor B's references; request Contractor A's references.
4. **Prioritize Compliance**: Contractor B's policies are robust; request Contractor A's equivalent evidence.

5. **Confirm Timeline**: Contractor B's timeline is strong; request Contractor A's timeline.

Conclusion

Contractor B offers a competitive bid with a lower price, detailed timeline, robust compliance, and evidenced experience, aligning well with tender requirements. Minor gaps (Velux sizes, oak posts) are resolvable. Contractor A's higher price, missing components, and lack of timeline, references, or compliance evidence weaken their bid. Contractor B is preferred, pending clarification of exclusions and minor details. The Parish Council should request Contractor A's missing information for a fair comparison.