Invitation for Expressions of Interest

**(Invitation)**

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| Dolphins Recreation Centre Redevelopment Project |

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| Invitation title: | Project 1 – Community, Youth & Sports Complex |
| Reference number: | DRC001 |
| Date of issue: | 22nd October 2020 |

# Introduction

The Dolphins Recreation Centre (Organisation) is responsible for the provision of community, recreation and sporting facilities for the people of Tetbury.

The organisation is seeking invitee’s response to the invitation for the supply of services as outlined in Part A.

Principally, the DRC is looking for expressions from local firms interested in tendering for work as part of the building of the new Community, Youth & Sports Complex (Project 1 of our multi-phase, multi-complex development of the site).

We are looking to gather interest in completing any of the following elements of the project:

1. Foundations
2. Elevations
3. Roof
4. Electrics
5. Plumbing (including Sanitary Wear)
6. Carpentry/joiner
7. Decoration
8. Landscaping
9. Demolition
10. Plant Hire
11. Project Manager
12. Waste Disposal

After an expression of interest, we will provide further information and detailed designs to progress to the next stage of the tender process.

We are in particular looking for local companies and firms to tender as we understand the challenges faced by the local community in the face of the current global pandemic, and if it is economical to do so, we want to wherever possible be able to make our multi-million pound investment in the facilities, an investment in Tetbury business too.

Should you have any questions about the project or how to express your interest, please contact [projectchair@dolphinshall.org](mailto:projectchair@dolphinshall.org).

# Part A – The invitation – Dolphins Hall 2.0 - Community, Youth & Sports Complex

Part A.1 – About this invitation

1. Establishment details

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| --- | --- |
| Organisation name: |  |
| EOI title: | Dolphins Recreation Centre Redevelopment – Project 1 |
| EOI reference number | EO1001 |

1. Registration

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| --- | --- |
| Registration location | Invitees must ensure that they register their details via email to [projectchair@dolphinshall.org](mailto:projectchair@dolphinshall.org) |

1. Organisation contact

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| --- | --- |
| Project chair |  |
| Name: | Jamie Ponting |
| Position title: | Project Chair & Resident Trustee |
| Business unit | Dolphins Recreation Centre |
| Contact details: | [projectchair@dolphinshall.org](mailto:projectchair@dolphinshall.org) |

|  |  |
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| Second contact person |  |
| Name: | Steve Scott |
| Position title: | Charity Chair & Resident Trustee |
| Business unit | Dolphins Recreation Centre |
| Contact details: | chair@dolphinshall.org |

1. Closing time

|  |  |
| --- | --- |
| Closing time |  |
| [GMT] | 5PM on 5th November 2020 |

1. Lodgement details

|  |  |
| --- | --- |
| Email lodgement |  |
| Email address | [projectchair@dolphinshall.org](mailto:projectchair@dolphinshall.org) |
| Access restrictions (if any) | N/A |
| Other requirements | Provide a completed copy of this form in either Word or PDF format.  Please confirm the elements of the project which you would be interested in tendering for:   * Foundations * Elevations * Roof * Electrics * Plumbing (including Sanitary Wear) * Carpentry/joiner * Decoration * Landscaping * Demolition * Plant Hire * Project Manager * Waste Disposal |

1. Indicative timetable

Please note: this timetable provides invitees with an indication of the timing of the EOI process.

| Activity | Date |
| --- | --- |
| Invitation issued | 22nd October 2020 |
| Invitation briefing | Attached to email |
| End of period for questions or requests for information | 5PM on 1st November 2020 |
| Closing time for invitee’s response | 5PM on 5th November 2020 |
| Intended completion date of short-listing process | 12th November 2020 |