

Wem Town Council

Wem-Birthplace of the Modern Sweet Pea

Town Clerk and Treasurer:
Mrs. P. E. O'Hagan

Wem Town Council Offices
Edinburgh House
New Street
Wem, Shropshire
SY4 5DB



Tel & Fax: (01939) 232733

Email: info@wem.gov.uk

Assistant Clerk Email:
assistant.clerk@wem.gov.uk

Website: www.wem.gov.uk

WEM TOWN COUNCIL STREET LIGHTING LED UPGRADE **INVITATION TO TENDER FOR CONVERSION OF TOWN COUNCIL STREETLIGHTS TO LED**

Wem Town Council currently has a mixture of 194 Sox and SON powered streetlights and is in the process of inviting quotes for the following works to upgrade all Town Council owned lights to LED dimmable lights and non dimmable lights.

The objectives of this scheme are to

- i) To improve lighting levels.
- ii) Reduce Street lighting energy used.
- iii) Reduce street lighting maintenance costs.

Full details of the contract are outlined below:-

Scope of Contract

- Removal and disposal of 194 existing non-LED lanterns.
- Supply and Installation of 51 non dimmable LED Lanterns complete, with photocell electrical connection to replace the non LED lanterns. Details of locations of lights to be changed to be supplied by the Town Council.
- Supply and Installation of 143 dimmable LED Lanterns complete, electrical connection to replace the non LED lanterns. Details of locations of lights to be changed to be supplied by the Town Council.
- Installation of isolators on 70 lights. Details of locations of isolators to be installed to be supplied by the Town Council.
- Installation of cut out boxes and cable upgrade where required (19 lights). Details of locations of lights to be changed to be supplied by the Town Council.

The preferred lantern to be specified for this work is the Holophane Vmax or similar. The dimming regime for the dimmable LED light should be as follows

Dusk until 2000hrs	Full Brightness
2000hrs until Midnight	Dimming to 75% brightness
Midnight until 0600hrs	Dimming to 50% brightness
0600hrs until Dawn	Full Brightness

The light specified in your quote should also be able to be adjusted on site, after installation if necessary. Provision of warranties on all LED luminaires, photocells, drivers, ballasts and lanterns will form part of the tender evaluation and must be included with the quote. The light colour will be neutral white.

In addition to the contract price as part of the quote the contractor must prepare either a trial site to showcase at least 2 of the lights they are proposing to use either on Wem Town Council light columns or provide an example where the same lights have been fitted in a residential area within a 15 mile radius of Wem.

Requirements

The Town Council hopes to be in the position to award the contracts for the works by the beginning of September 2017 subject to the following conditions;

- Staff employed on this contract must be formally accredited with G39 Category 1 qualifications.
- A copy of your Certificate of Public Liability Insurance must also be submitted with your quote.
- Risk Assessments and method statements for the works must be submitted along with your quote.
- Your company must be NICIEC accredited or equivalent (please provide evidence of such accreditation including levels of accreditation with your quote).
- A copy of your companies' health and safety policy must be submitted along with your quote.
- A reference from one other local council where lights of this type have been installed in the last 3 years.

A copy of the Town Council's lighting inventory is enclosed along with a list of all lights to be fitted with dimmable LED lights/non dimmed lights/isolators /cables and cut out boxes.

Payment

Payment for the LED conversion and associated works will be made on completion of the contract. It is anticipated that the works will be completed by 31st January 2018.

Evaluation and awarding of contract

The contract will be awarded to the company that complies with all the written requirements, has satisfactory references and offers the best value for money. Guarantees/Warranties and aftersales service will also be assessed. We may request further information from tenderers after submission of tenders.

A project co-ordinator or single point of contact must be nominated by the successful tenderer, whom should be readily contactable to deal with any queries and problems that may arise. This point of contact must be available from the date the contract is awarded until satisfactory completion of the project.

Guarantees and Warrantees

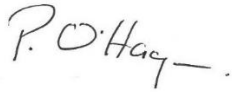
Please provide details of your own and manufacture guarantees and warranties on the streetlight and installation work.

If you would wish to submit a tender for these works please submit your tender, using the address label provided clearly marked LED CONVERSION and return it to Wem Town Council no later than 1pm on Thursday 31st August 2017.

If hand delivered please ask reception to request that a member of the Town Council staff come to reception to receive the documents in person.

It is anticipated that a decision on the awarding of this contract will be made by 30.9.17. If you have any queries please contact Penny O'Hagan on 01939 232733 email info@wem.gov.uk.

Yours sincerely,

A handwritten signature in black ink that reads "P. O'Hagan" with a horizontal line extending to the right.

Penny O'Hagan
Town Clerk