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Bells Farm Primary School
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Headteacher: Mrs B Butterworth

Site Maintenance at Bells Farm Primary School: Invitation to bid for contract

We are inviting bids for a maintenance contract with Bells Farm Primary School. We are interested in quotations for a daily rate based on an estimated 10 days of work per year, and no less than 5 days per year. Work which requires completion over and above 10 days will be agreed in advance per task and should be at the agreed daily rate. The successful bid needs to include the capacity to carry out the following maintenance tasks:

General reactive maintenance and repair tasks including, but not limited to:

- Plumbing and drainage– excluding heating
- Plastering
- Painting and decorating
- Brickwork
- Glazing
- Carpentry
- Electrical repairs (must be NICEIC certified)
- Repair of small plant and grounds maintenance equipment
- Grounds work including tree and hedge maintenance

The successful bidder will be:

- Experienced in working in at least one local authority school and familiar with Local Authority Guidelines on health and safety, invoicing and method statements
- VAT registered
- Licensed to carry and dispose of waste and only use licensed contractors for waste
- Willing to undertake an Occupational Health check
- Be prepared to obtain a DBS certificate or hold a current one
- Available for out of hours emergency work
- Prepared to work when the school is closed to children (after 3.30 pm).
- Prepared to work weekends if a task needs completion before reopening
- Available at short notice – a week for non- emergency tasks and as and when required for emergency tasks, such as dealing with plumbing issues.

Must be able to provide references to testify to integrity, reliability, efficiency and high standard of work.

Bids should detail:

- Willingness and ability to perform all tasks listed above.
- Details of relevant experience.
- Details of daily rate and rate for out of hour work.
- Contact details of two referees and their relationship to you - these will be contacted by the school to provide a reference on a standardised form; please do not send written references.

For details of submission of bids, please visit: <https://www.finditinbirmingham.com/> You will need to register (this is free) and then check the advert on the opportunities page.

Closing date for bids is Friday 9th April 2021.

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E-mail: enquiry@bellsfrm.bham.sch.uk

Website: www.bellsfrm.bham.sch.uk