

## Tender Brief

### **Solar PV installation**

The Woking Community Furniture Project are looking to commission the installation of Solar PV on the roof of our flat roof and pitched roof. They are looking for an array size of around 30kW and account for an additional 2 EV charging points that are to be installed. Our annual electricity consumption is around 7,500kWh.

The expected timetable is to have the works done by mid-late August 2022.

### **Overview**

Woking Community Furniture Project is a furniture re-use charity that aims to alleviate poverty by supplying furniture, electrical items and home wares to individuals and families in need. This entails collection of furniture & electrical items which would otherwise go to landfill, plus repair and refurbishment of these items if required and provision of them to the local community.

Location: 27 North Road, Woking, GU21 5DT

### **Project Details**

We would like to see the following items in your proposal:

- Cost breakdown of material and labour (ideally individual material costs visible)
- Make, model and warranties of solar panels, inverters and installation
- Estimated time scale to carry out the installation
- It is a plus if the installer holds MCS certification and RECC membership
- Expected lead time for the installation
- The proposals can be done as desktop surveys. The successful bidder is expected to carry out a site visit to confirm the costs.

**Proposal return deadline:** 1<sup>st</sup> June 2022

### **Award Criteria and Procurement Process**

Proposals submitted will be assessed by The Woking Community Furniture Project against the following criteria:

- Are the items listed above included in the quote?
- Quality of the products
- Length of warranties on materials and workmanship
- Installers qualifications, certifications and reputation
- Value-for-money
- Installers location
- Lead times

The Woking Community Furniture Project will notify bidders of our procurement decision in June 2022.

We will let bidders know whether or not they have been successful by email.

Please send your proposal via email to Keith Rose by 1<sup>st</sup> June 2022.

keith@wokingcfp.org.uk