



## REQUEST TO QUOTE

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We request a quote for the following services: **Scaffolding Hire Services.**

11 St Thomas' Square, (Former Natwest Bank), Ryde, PO33 1PJ

Please provide detailed pricing information, including any applicable discounts, terms of service, and payment terms.

### 1. Scope of Work:

**Detailed Description:** To provide fully erect boarded scaffold all-round the building, to enable window painting, roofing and the cleaning of the exterior cladding. We would encourage all that are interested in quoting for this contract to contact us to arrange a viewing to fully understand our requirements.

All quotes are for hire of scaffold and costs should include the installation and removal and any ongoing costs.

All quotes should include the costs and labour associated with obtaining all the necessary permits, permissions and signage.

### 2. Timeline:

Activity	Deadline date & time
Publication of advert	22 August 2025
Closing date for submission of tenders	11.59pm 21 Sept 2025.
Quote opening process	W/C 22 Sept 2025
Report to Council	30 Sept 2025
Contract award date	TBC
Contract start date	TBC – Autumn 2025
Contract end date	TBC

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EMAIL [reception@rydetowncouncil.gov.uk](mailto:reception@rydetowncouncil.gov.uk)

### **3. Payment Terms:**

- Payment Method: [e.g., Bank Transfer, Cheque]
- Payment Terms: [e.g., 30 days from invoice date]

### **5. Validity of Quote:**

- Please confirm that your quote will remain valid for a minimum of 180 days from the date of your response.

### **6. Credentials:**

**The successful company will need to enclose a copy of the following to ensure their quote is considered.**

- Public liability Insurance
- Name and contact details of 2 references.

We look forward to receiving your quote by 21 Sept 2025. Should you have any questions or require further information, please do not hesitate to contact us.