



hookmasonarchitecture

Our Ref: PB/PB

17th July 2019

By email only

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Dear Sirs

Proposed external repairs at The Regal Cinema, Teme Street, Tenbury Wells for The Tenbury Wells Town Council

You are invited to submit a fixed price tender for the above project and we attach the following documents:

- Schedule of works dated March 2019.
- Site Location and Block Plan Drawing number 7245-01
- Form of Tender to be completed in full by all contractors.
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The Form of Tender should be returned to this office completed in all respects **by 12 noon on Tuesday 13th August 2019**. Only tenders arriving on time will be considered, unless alternative arrangements have previously been agreed. Contractors are reminded that there is no obligation on the part of our client to accept the lowest or any tender received and tenders are to remain open for acceptance for at least twelve weeks.

To make an inspection of the property please contact The Town Clerk, **Mrs Lesley Bruton**, on **01584 810118** in order to make convenient appointment. Note alternative mode of contact by email: clerk@tenburytown.org.uk

Please contact us if any queries arise during the tender period in which case all tenderers will be notified of any clarifications.

If you are unable to tender, please telephone or email this office **immediately**.

Yours faithfully

**Philip Burford MCIAT
Director**

Directors
Philip Burford
Christopher Woodall
David Baume
Associates
Wayne Fisher
Philip Belchere
Clive Emerson

**Hook Mason Ltd
Chartered Architects**
Registered in England in Wales No. 4551067

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