Draft answer to bidders — lot 4

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School complex · fictional document

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> **Fictional document**, produced for demonstration. **Draft, not issued.** An answer to bidders is a tender document: it is made known to all by the client, never by the design team alone.

The question, as asked

"The lot 4 specification prescribes 160 mm of insulation to the underside of the basement soffit. The price schedule contains no line allowing this item to be priced. Should it be included in another line, and if so which?"

Check

Document	What it says	Consistent?
Lot 4 specification, cl. 4.3.2	160 mm insulation to basement soffit underside	—
Lot 4 price schedule	No corresponding line	**No**
Drawings, section CC	Insulation shown, dimensioned 160 mm	—

Document	What it says	Consistent?
Estimate	Item priced, €18,400 excl. tax	—

> **The bidder did not misread: the price schedule is incomplete.** Three documents out of four carry the item; it is the fourth that is missing. Answering with an explanation would leave the contradiction in the file.

Draft answer

"The lot 4 price schedule is amended to add a line 4.3.2 — *Insulation to underside of basement soffit, 160 mm* — as a unit rate per m². The corrected schedule is attached to this answer and replaces the previous one. Bidders are invited to reprice this lot on the basis of the corrected version."

For the client to decide

Extension of the submission deadline: ☐ keep 17/08 · ☐ extend to ...../...../..... · ☐ to settle with the procurement office

Bidders who have already submitted: ☐ yes, invited to submit a revised bid · ☐ no

Amending a document four days before submission is not neutral: bidders who have priced this lot will have to redo it. The question is put at the front rather than in an appendix, because it is decided before issue and not after.

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