

## **BUBBENHALL PARISH COUNCIL**

### **NOTICE BOARD REPLACEMENT PROJECT**

#### **Background:**

The Parish Council own and maintain two notice boards which are used to communicate information to the local community. Whilst this function can be performed on the villages website not all members of the community have access to the Internet therefore the notice boards provide an essential point of contact between the Parish Council and the community it serves. The date that the existing boards were installed is unrecorded and over time their appearance has become noticeably dated and scruffy through exposure to inclement weather.

The replacement of the boards is considered to be essential in order to maintain the 'well kept' image of the village.

#### **Specification**

The following specification was drawn up following research into the options available:

1. The board should have minimum capacity of 2 bays (8xA4) and be post mounted
2. The board should be made of weather resistant aluminium
3. The board should be coated in an anti-graffiti finish which is a dark green in colour
3. Each cabinet should be lockable and contain clear shatter proof glazing
4. The board should have a 'top header' which has the wording "Bubbenhall Parish Council" printed on it

#### **Quotes:**

The following companies were requested to provide quotes:

1. Greenbarnes - £1146 (inc vat) + £500 installation
2. The Parish Notice Board Company - £1860 (inc vat) + £325 installation
3. Signs of Cheshire - did not return quote

NB Neither company have local contractors that install their boards and the above installation cost are estimates only. Directly Engaging a local contractor may well prove to be a cheaper option.

## Copies of Quotes Received:



Greenbarnes Ltd.

Steve Haynes  
Bubbenhall Parish Council  
Warwickshire

### QUOTATION

Ref No. 16761/1  
Dated 27/07/2015  
Contact Steve Haynes  
Tel 02476 304 176  
Fax  
Mobile

Dear Steve,

Further to your enquiry, please find below details of our quotation for supply of the items required. Please refer to the foot of the main quotation for details including costs of available options and variations.

#### Re : 2-bay A2 (4 x A4/bay) AF30 Multi-bay Contemporary Notice Board, single-sided

Item	Qty	Ref Code	Description	Unit Price	Total
A	1	AF30MC/DA2/PC	AF30 Multi-Bay Kit for 2 x AF30/A2 single or double sided with Contemporary 76mm diameter x 2500mm aluminium posts & External Header Straight Pattern, (100mm high) Powder-coated RAL6005 Green	£489.59	£489.59
B	2	AF30/A2/GREEN	AF30 Aluminium Noticeboard A2 Portrait Side Hinge O/A size 550 wide x 750 high x 30mm, 4mm Plexichoc Glazing, Interior Back Panel White, Powder-coated RAL6005 Green	£183.08	£366.16
C	1	SLH	Signwriting, Cost per Header (White, Black or Gold ? as standard) Times vinyl lettering.  EG: BUBBENHALL PARISH COUNCIL	£49.53	£49.53
D	1	DELA30M/DA2S	Carriage Multi-Bay 2 x AF30/A2 single sided with Header & Posts	£49.32	£49.32
E	1	ITEM	ESTIMATED installation based on soft ground, access to site during normal working hours and the absence of any hidden underground services in the vicinity. In order to provide a more accurate figure, address & photo of the installation site would be needed.  Single board into soft ground: £500.00  Two boards inc removal & disposal of existing board: £650.00	£0.00	£0.00
				<b>Sub Total</b>	£954.60
				<b>VAT</b>	£190.92
				<b>TOTAL</b>	£1,145.52

#### Terms:

Greenbarnes Ltd. , Unit 7 Barrington Court , Ward Road , Buckingham Road Ind Est , BRACKLEY , Northamptonshire , NN13 7LE  
Telephone : 01280 701093 Fax: 01280 702843 Web: www.greenbarnes.co.uk Email: andy@greenbarnes.co.uk  
Registration No: 2158191 VAT NO: GB 623 7575 28



Example of Greenbarnes Ltd Installation



The Workshop  
Winnington Avenue  
Northwich  
Cheshire  
CW8 4EE  
tel: 01606 871188  
email: [info@parishnoticeboards.co.uk](mailto:info@parishnoticeboards.co.uk)  
[www.parishnoticeboards.co.uk](http://www.parishnoticeboards.co.uk)

Steve Haines  
Email quote: [gailsteve999@gmail.com](mailto:gailsteve999@gmail.com)

5<sup>th</sup> August 2015

Ref: bubbenhall pc

Dear Steve,

Further to your recent enquiry I have pleasure in enclosing your design proof and written quotation for the noticeboard you require.

**NOTICE BOARD "prestige" range aluminium**

Supply new Security Notice Board 95mm deep. To size 1200mm(h) x 1400mm(w) overall, landscape, comprising of 2 equal door areas, the door elements to be right and left hinged 2 locks, 4mm toughened glass glazing and an internal magnetic backboard with approx visual areas 841mm(h) x 594mm (w) (A1 size)

The board comes with a fabricated aluminium 20mm thick domed header and mounted onto a pair of "D" shaped aluminium posts @3m overall length. All powder coated to a RAL colour of your choice  
Vinyl lettering applied to the board to agreed wording

The price for the above comes to

**£1500.00 + vat**

If you wished us to install the above board an indicative installation price would be around £275.00 - £325.00 + vat (dependent upon site survey details being provided) otherwise standard delivery (specified day between 8.30am & 5.00pm) comes to £50.00 + vat NB other timed delivery options are available

Lead times are currently 35-42 working days

All above prices are exclusive of VAT. This quote is valid for a period of 30 days

Payment terms are a 50% deposit, by cheque (made payable to "The Church Notice Board Company"), BACS or debit card with confirmation of order, and the balance due within 7 working days of receipt of goods.

I trust the above is acceptable but should you have any queries relating to the above quote and/or designs please do not hesitate to contact me.

I look forward to receiving your enquiry/order in due course

Many thanks

*SD Johnson*

Simon Johnson  
Managing Director



Example of Parish Council Notice Board Company Installation