

# LISKEARD TOWN COUNCIL

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Website. [www.liskeard.gov.uk](http://www.liskeard.gov.uk)



Mr S Vinson  
Town Clerk  
3-5 West Street  
Liskeard  
Cornwall  
PL14 6BW

24 July 2025

Dear Sir or Madam,

## **Re. External repairs and new rainwater goods, Public Hall, Liskeard, PL14 6BW**

Liskeard Town Council is inviting tenders from suitably qualified and experienced contractors to undertake external repairs to the front elevation of The Public Hall, 3-5 West Street, Liskeard, PL14 6BW. The work also includes repairing existing cast iron rainwater goods and replacing with new in some sections. Accordingly, I enclose the following drawings and documents:

- Façade repairs A.B 11
- West Street elevation and window numbers plan A.S 20
- West Street elevation and window numbers plan A.S 21
- Prelims
- Schedule of work
- Photographs
- Form of Tender

Please complete and return the enclosed 'Form of Tender' in an envelope clearly marked on the outside 'Public Hall Tender' to Mr S Vinson, Town Clerk, Liskeard Town Council, 3-5 West Street, Liskeard, Cornwall, PL14 6BW or submit electronically to [townclerk@liskeard.gov.uk](mailto:townclerk@liskeard.gov.uk) and enter 'Public Hall Tender' in the subject box. The deadline for receipt of tenders is **1pm Monday 8 September 2025**.

Site visits can be arranged by contacting Jacqui Orange, Facilities Manager at [facilities@liskeard.gov.uk](mailto:facilities@liskeard.gov.uk) or call 01579 345407 / 07926 571882. Please give a minimum of 24 hours notice. You must inspect the property and read the documents in conjunction with the drawings before finalising your price.

If you require any clarification of the enclosed or any additional information, please contact Jacqui Orange, Facilities Manager at [facilities@liskeard.gov.uk](mailto:facilities@liskeard.gov.uk) or call 01579 345407 / 07926 571882 and I will distribute the questions and answers to all tenders, so all tender the same information.

Your sincerely,

Jacqui Orange  
Facilities Manager  
cc. Steve Vinson, Town Clerk