

**Quotation for the  
supply of  
pallet racking for  
Seaspace International Forwarders  
Forge Lane, Stoke-on-Trent ST1**

Contract Ref No. [001]

**Supplier company details**

Organisation Name	
Full address including postcode	
Telephone/contact number	
Point of contact in relation to this quotation	
E-mail address	

## Background Information

Seaspace International Forwarders is a freight forwarding business, operating from the Gatwick area, which specialises in transporting goods via air, sea or land. It also provides B2B and B2C fulfilment services.

Seaspace is investing for growth and expansion. Seaspace will be expanding its operation by opening a 73,000sqft, purpose-built warehouse (known as C73) in Staffordshire in early 2023.

The new warehouse building is currently under construction, and will require full fit-out, including the provision and installation of pallet racking that will maximise the safe operational and commercial efficiency of the space.

The purchase of the racking is part of a wider project and is part funded by European Regional Development Fund.

## Requirements/specification

Seaspace intends to take possession of the new unit in December 2022, and aims to be operational by February 2023.

Please see attached drawings and developers work specification for your reference – these are supplied in PDF and DWG format to assist with the preparation of your quote.

The quote must include the cost of supply and installation of the pallet racking system along with recommendations and options for the optimal layout and a description of how you would manage the project.

Due to timing, if the racking needs to be installed in phases, please detail this in your plan

## Design and supply of warehouse racking solution for C73

*(Based on known facts and our own assumptions – if there are additional considerations that we have not thought about, please also allow for these):*

- Provision of materials and full installation of warehouse racking solution for C73 – as shown on the plans provided, including a proposed schedule for supply and implementation, including project management
- Optimise the space to accommodate a minimum of 10,000 standard pallets (1000mm x1200mm) with a maximum pallet weight of 1 tonne
- We are assuming the pallets will be positioned with the 1000mm side facing out, to accommodate storage of Euro pallets if required
- Floor standing pallets will have a height allowance of 2000mm, all other levels should have 1800mm space to allow for pallets of 1600mm height. We'd also like to accommodate circa 500 1400mm spaces for 1200mm pallets
- We will be using VNA forklift trucks with wire guidance
- At this time, we are assuming sprinklers are not required, and the plans do not need to allow for this
- The preferred layout is to have racking running the length of the warehouse (facing the loading bays), with a wide aisle in the middle to allow for turning of the VNA forklift truck (example attached)
- The layout also needs to allow for floor space to accommodate 28 pallets near to the loading bays and racking where pallets can be prepared for loading, unloading and forklift movement
- The eave of the building is 12.5m (as per the drawings)
- There is an undercroft shown on the ground floor plan – our plan is to utilise the space between areas 1 & 2 on the ground floor for other purposes and no racking should be planned in that space
- Space should be left for storage and charging of the VNA forklift trucks area G2 – G13

## Timings

- Current delivery date for possession of the building on 12<sup>th</sup> December 2022
- We would like the warehouse racking to be supplied and installed by the end of January 2023
- Please provide a detailed schedule for supply and installation

## What to include in your submission

- Your company details as set out on the front page
- Your price for
  - Supply
  - Delivery
  - Installation (including any project management costs)
- Warranty
- Service requirements and price
- Labelling (beam labels, upright labels & aisle markers.
- Rack protection (guards & barriers)
- Quantity of pallet spaces split out 1800, 1600, 1200mm
- A schedule of supply and installation dates
- RAMS and PLI documentation
- Your requirements for payment and confirmation of the order
- Examples of similar projects completed for other clients with references/recommendations

## Submission checklist

Item description	Included	Comments
	✓	
Plans for the racking layout		
Price for supply and installation		
Schedule for supply and installation		

Examples of similar projects with recommendations/references from previous clients		
RAMS documentation (Risk Assessment Method Statement)		
PLI certificate (public liability insurance)		
Warranty information		

## How we will assess your quotation

Tenders will be assessed and scored based on a Price and Quality Mix (Most Economically Advantageous Tender). 1000 marks are available in total:

These marks will be broken down into the following criteria:

500 marks for price

200 for lead time,

150 for methodology and Installation / Commissioning

75 marks for technical merit,

75 marks for After Sales Support for methodology of preferably UK based engineering support and servicing.

## Where to send your submission

Please return this completed quotation by email no later than **Friday 4<sup>th</sup> November 2022** to:

Paul Roberts

[paul.roberts@emergeglobal.co.uk](mailto:paul.roberts@emergeglobal.co.uk)

If you have any questions during the preparation of your quotation, please contact Paul Roberts.

## Documents included

Ground floor plan - 702505-RPS-21-00-DR-A-7131-C01 C73 Ground Floor Plan (PDF and WDP)

Building section - 702505-RPS-21-ZZ-DR-A-7161-C01 C73 Building Sections

Building elevations - 702505-RPS-21-ZZ-DR-A-7181-C03 C73 Building Elevations

Floor details S1690 - UNIT C73 - Concrete Floor Slab Calculations - 09-05-22

Racking Layout Orientation

## Funding

The purchase of the pallet racking is part funded by the European Regional Development Fund.



**European Union**

European Regional  
Development Fund