

31 August 2026

Dear Supplier

INVITATION TO QUOTE FOR TARBOLTON COMMUNITY HUB STAGE ONE
QUOTE Ref: TCDT-HUB-2026-01

You are invited by Tarbolton Community Development Trust to quote for the provision of services detailed in the attached brief document. Your quotation must be received by 25 August 2026. It is the responsibility of all suppliers to ensure that their quotation response is received no later than the appointed time. Tarbolton Community Development Trust may undertake to not consider quotations received after that time.

Tarbolton Community Development Trust are not bound to accept the lowest prices or any quote and shall not be bound to accept the supplier as sole supplier. Prices quotes shall remain firm for the duration of the contract. Value Added Tax (VAT) should be shown separately and the VAT registration number given.

The quotation will be evaluated using the following criteria and weightings:

Evaluation Criteria	Weighting
Quality	70%
Price	25%
Community Benefit/Added Value	5%

By providing us with a quotation you agree to be bound by Tarbolton Community Development Trust Terms and Conditions which will apply to any contract awarded to you after you have provided us with our quotation.

Enquiries and returns regarding this Invitation to Quote should be addressed to:

TCDT Board of Trustees

2 Smithfield Crescent, Tarbolton, KA5 5RE

procurement@tarbolton.org

Yours faithfully,



Matthew McColm
Development Officer & Trustee

hello@tarbolton.org
01292 254410
www.tarbolton.org/contact

Charity No. SC054279

