



Tender for Sash cord windows/ balcony windows draught proofing and servicing

The Goethe-Institut London is looking for a window specialist to service and draught proof the following:

- 1) **52 Sash cord windows** situated on the 4th floor, 3rd floor, 2nd floor, ground floor and the basement (see details below).
- 2) **12 balcony windows** situated on the first floor (Library).

→ These are divided into 5 sub-tenders as listed below.

The following specifications or similar are required:

- Remove all staff beads and parting beads.
- Remove sash windows from boxes.
- Clean the parting bead channel and make necessary repairs to ensure part beads fit securely.
- Route meeting points and install track system to carry insulating brush track and fin.
- Re-hang both sash windows on new sash cords and ensure all balances are adjusted correctly.
- Install new staff and parting beads (fully primed) to secure the sash's rattle-free function.
- Make good with mastic where staff and part beads have been replaced.

Sub-Tender 1:

4th Floor (12 sash cord windows)

Room	Number of windows	Dimensions (length, width)	Description
4.017	1	L 145cm, W 139cm	Overhaul: Free up and assist painted shut or stuck sash windows, then draught proofing & servicing.
4.018	1	L 145cm, W 139cm	
4.019	1	L 145cm, W 139cm	
4.020	3	L 145cm, W 139cm	
Guestroom 1	1	L 145cm, W 139cm	
Guestroom 2	1	L 145cm, W 139cm	
Guestroom 3	1	L 145cm, W 139cm	
Residency Flat	3	L 145cm, W 139cm	

Sub-Tender 2:

3rd Floor (12 sash cord windows)

Room	Number of windows	Dimensions (length, width)	Description
3.005	1	L 173cm, W 120cm	Overhaul: Free up and assist painted shut or stuck sash windows, then draught proofing & servicing.
3.006	1	L 173cm, W 120cm	
3.007	1	L 173cm, W 120cm	
3.011	1	L 173cm, W 120cm	
3.012	2	L 173cm, W 120cm	
3.017	2	L 173cm, W 120cm	
3.018	1	L 173cm, W 120cm	
3.019	2	L 173cm, W 120cm	
3.020	1	L 173cm, W 120cm	



Sub-Tender 3:

2nd Floor (12 sash cord windows)

Room	Number of windows	Dimensions (length, width)	Description
Classroom 1	2	L 242cm, W 130cm	Overhaul: Free up and assist painted shut or stuck sash windows, then draught proofing & servicing.
Classroom 3	2	L 242cm, W 130cm	
Classroom 4	2	L 242cm, W 130cm	
Classroom 5	2	L 242cm, W 130cm	
Teachers' room	1	L 242cm, W 130cm	
2.013	1	L 242cm, W 130cm	
2.015	1	L 242cm, W 130cm	
2.018	1	L 242cm, W 130cm	

Sub-Tender 4:

1st Floor (12 balcony windows)

Room	Number of balcony windows	Dimensions (length, width)	Description
Study Centre	2	L 376cm, W 137cm	Overhaul: Free up and assist painted shut or stuck sash windows, then draught proofing & servicing.
Meeting room 1	1	L 376cm, W 137cm	
Big Meeting room	2	L 376cm, W 137cm	
Meeting room 2	1	L 376cm, W 137cm	
Main Space	6	L 376cm, W 137cm	

Sub-Tender 5:

Ground Floor (7 sash cord windows)

Room	Number of windows	Dimensions (length, width)	Description
Reception	1	L 326cm, W 146cm	Overhaul: Free up and assist painted shut or stuck sash windows, then draught proofing & servicing.
Corridor to terrace	1	L 326cm, W 146cm	
Café	3	L 326cm, W 146cm	
Auditorium	2	L 326cm, W 146cm	

Basement (3 sash cord windows)

Room	Number of windows	Dimensions (length, width)	Description
Classroom 6	2	L 179cm, W 160cm <i>and</i> L 176cm, W 126cm	Overhaul: Free up and assist painted shut or stuck sash windows, then draught proofing & servicing.
Men's WC	1	L 230cm, W 153cm	



You can apply by sending a quote for **one or all sub-tenders** to amine.ridene@goethe.de.

The quote must contain the following information:

- 1) validity for a period of 90 days until 29.06.2024
- 2) Price (incl. VAT) for the servicing and drought proofing of each single window x number of windows in the respective sub-tender.
- 3) Estimated duration of the completion of works for each sub-tender.

Closing date: Friday 29.03.2024 at 17:00

A decision will be made between 01.04. and 05.04.2024. The works will be taking place from 01.05.2024.

Please note: In case you require a visit to the institute to formulate your quote, please send a request to amine.ridene@goethe.de.