**TRADESPERSON FRAMEWORK: FURTHER INFORMATION**

**WELCOME**

This short document offers more detail for Tradespeople on (or considering) Seaford Town Council’s Tradespeople Framework.

**APPLICATION**

You can download an application form at [**https://www.seafordtowncouncil.gov.uk/contracts-and-tenders/**](https://www.seafordtowncouncil.gov.uk/contracts-and-tenders/)

**YOUR DATA**

Any information you provide on this form will be managed in accordance with current UK Data Protection legislation. The form asks you to identify that which is personal data so that we can ensure we are managing this correctly.

**JOINING THE FRAMEWORK**

If you are successful, your application form will be held for the period that you are on the Town Council’s framework and then for a further six years. For unsuccessful applicants, your form will be held securely for a period of six months from the date of your application.

Applications may take up to 10 working days to review. If further information is required, we’ll contact you by email.

**QUOTING FOR WORK**

Upon successful registration, you will be added to a dedicated WhatsApp group. According to your skills and preferences (indicated at the application stage) you will receive invitations to quote for appropriate projects. If you are successful, you will be notified. If you have not been contacted by us within 48 hours of submitting your quote, you should assume you have not been successful.

**PROJECTS**

You will have been asked to indicate on your application form the financial range of projects that might be most suitable for you/ your organisation. These fee ranges mirror the local authority ‘bands’ governing our project expenditure. The ranges are (as of May 2024)

* £0 - £2,000
* £2,000 - £24,000
* £24,000 and above

If you have further questions, please do not hesitate to email us at projectsandfacilities@seafordtowncouncil.gov.uk