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SITE WILLIAM STREET/ WILLIAM PLACE – CLOSING DATE THURSDAY 16th July 2026, 12 NOON

BID SUBMISSION GUIDANCE NOTE

City Property Glasgow (Investments) LLP (CPGI) has instructed City Property (Glasgow) LLP (CPG) to market this development opportunity at William Street, William Place, Glasgow. This document outlines the bid process and procedures and should be read in conjunction with the marketing brochure:

<https://www.citypropertyglasgow.co.uk/property/development-site-william-street/>

INFORMATION FOR SUBMITTING A BID

Only e-mailed bids are acceptable.

No hardcopy, paper bids are required.

Please submit bids from **12 noon on Monday, 13th July 2026**. All bids **must** be emailed before the closing date of **12 noon, Thursday, 16th July 2026**.

Electronic copies of bids containing all the required information must be emailed to: Propertyoffers@glasgow.gov.uk

ALL ELECTRONIC BIDS MUST COMPLY WITH THE FOLLOWING:

- The e-mail subject heading should read: “**William Street - Closing Date Bid – 12 noon Thursday, 16th July 2026**”.
- Bids should be submitted in a pdf format (or any other format which cannot be edited or altered).
- We cannot accept e-mails with attachments greater than 30MB. If documents are larger than this amount, please separate and send with numbered e-mails, i.e. ‘e-mail 1 of 2’; ‘e-mail 2 of 2’ etc. along with the subject heading set out above.
- If you receive a response saying that your e-mail has been quarantined, or there has been failure to deliver, please contact Jacqui Morton T: 07435 868483 or Email: jacqui.morton@citypropertyglasgowglasgow.co.uk.
- An automatic reply will be issued on receipt of the e-mail. No further correspondence will be provided prior to the Thursday closing date.

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GENERAL BIDDING INFORMATION

- Please note that any offers received after the Thursday closing date will not be accepted.
- Time limited acceptance of offers cannot be adhered to as it is necessary to report offers to CPGI Board.
- No decision will be taken until all necessary CPGI approvals have been obtained.
- No offers will be considered prior to the closing date.
- Please note that the name of the purchaser/purchasing entity cannot be amended once Board approval has been provided.
- CPG request proof of available funding to complete the proposed purchase.
- CPG have occasional requests under Freedom of Information legislation. Submitting Parties are assumed to accept the possibility that information contained within their submission may be disclosed under such requests.
- CPG reserves the right to alter the above closing date for offers. In these circumstances, notification of any change will be sent to parties who have registered their interest in this property.

HEADS OF TERMS

Using the numbering and headings provided below, please set out your answer to each within your bid submission/ Heads of Terms. If the following information is not included in your offer, then your bid may be deemed non-compliant and will not be taken forward for consideration.

1. **Purchase Price** – to include:
 - a) **Headline Price** - this must be a fixed sum, exclusive of VAT. (Please note CPGI understand that the site is not elected to tax).
 - b) **Guaranteed Minimum Price** – exclusive of VAT and after deduction of capped abnormal costs (if applicable).

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Please see undernoted 'Guidance Note on Abnormal Costs'. Any abnormal costs should be clearly included on the attached **Abnormal Cost List** with the total costs capped and a detailed breakdown provided in terms of how these are derived.

Any additional payments offered through e.g. planning overage and/or sales overage should be detailed separately under Item 12 below.

2. **Name and address of Purchaser** - if more than one name please provide all purchasers' names.
3. **Name of Party/Company to take title to the subjects** – if the name of the party/company to take title to the subjects is different from the initial purchaser's name. Changes cannot be made following the report to CPGI Board.
4. **Registered Office Address and Registration Number** – if applicable.
5. **Legal Advisor's for Purchaser – name, address, and contact details.**
6. **Suspensive Conditions** – details of any/all suspensive conditions. Timescales for purification must be stated.
7. **Timescale for Transaction** – conclusion of:
 - Missives, and
 - Completion and payment of purchase price.
8. **Funding Statement** - CPG require bidding parties to provide proof of available funding to complete the purchase.
9. **Summary of Development Proposal, Including Proposed Use/s** – this should include details of the proposed scheme including layout plans, construction specifications, and a comprehensive breakdown of number, size and type of all units.
10. **Details of All Due Diligence and Discussions carried out to date.**
11. **Track Record of Purchaser** – any information in relation to previous developments.
12. **Overage Payment** – CPG would prefer that a planning and sales overage are provided. Full details should be included.

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13. **Clawback** – CPG will require that any profit from a forward sale of the site within an agreed period from the date of entry is shared on an equitable basis. The intention of this clause is to prevent “land banking”.

14. **Deposit** – CPG would expect that a non-refundable deposit is paid on conclusion of conditional missives. Proposals are invited on this basis.

These requirements are essential elements to any submission to allow full consideration of the offer submitted.

CONDITIONS OF SALE

CPGI **does not bind itself to accepting the highest or indeed any offer** and on supplying particulars is not issuing instructions and will not therefore bear any liability for agents or other fees.

CPGI holds title to the subjects for sale, although no warranty is offered in this regard, and the property will be sold in its existing condition.

The purchasers shall pay any VAT (if applicable) and Land and Buildings Transaction Tax (LBTT) incurred in connection with this transaction together with their legal expenses.

CPGI has not given warranty that the building or title boundary is suitable for development. All interested parties are required to determine that the site is suitable for any future proposals and take whatever steps are necessary to ensure compliance with statutory requirements.

No warranties are given as to the suitability, or otherwise, of any of the services currently located in the subjects or within the site boundary.

The purchasers shall apply for any statutory permissions and meet the costs of obtaining such permissions.

The purchasers shall comply with all statutory requirements of all statutory bodies in carrying out works within the grounds of the subjects.

In the event of any application for necessary consents being refused, CPGI shall not be held liable for any expenses incurred by the applicant or their agents and either party will be entitled to resile from the agreement without penalty.

All descriptions, dimensions, references to conditions and necessary permissions for use and occupation and owner details are given without responsibility and any intending purchasers should not rely on them as statements or representations of fact but must satisfy themselves (by inspection or otherwise) as to the correctness of each of them.

No person in the employment of CPG or CPGI has authority to give any representations or warranties whatsoever in relation to any property.

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The Marketing Particulars are set out as a general guideline only, just for the guidance of interested parties and do not constitute part of an offer or contract.

PLANNING

Bidders should make their own enquiries re suitable uses for the site under planning guidelines.

GUIDANCE NOTE ON ABNORMAL COSTS

An Abnormal Cost List is provided separately. A costing should be allocated against each of the items within the schedule.

Please note the following guidance assumes that the bidder has carried out “due diligence”, including basic surveys of the site and understands the relevant planning policies relating to the property on offer, and has satisfied themselves on matters associated with site history and previous uses.

CPGI has provided a desktop survey however, it is expected that the developer will conduct their own investigation after being nominated ‘preferred bidder’ status. A copy of the developer’s Site Investigation report needs to be made available to CPG and issued in the joint names of the purchaser and CPGI. CPGI will need to issue a license for any site investigations required.

CPG consider ‘abnormal costs’ to be the sum, in pounds sterling, comprising Abnormal Costs/ Works which are more than would normally be reasonably anticipated to be required to carry out the proposed development. If a developer considers that abnormal development costs will be incurred, the applicant will need to demonstrate how the costs have been derived and how they could not have been expected after reasonable pre-bid due diligence, including reference to the information above.

A breakdown of all abnormal costs should be provided on the attached Abnormal Cost List. **Completion of this information forms an essential part of any bid.** Where no costs are provided, they will be assumed as nil.

Any abnormal costs which are not included on the list, but which form part of your appraisal should be added as an additional item. The list must allocate a **total capped abnormal cost** which should form the basis of the guaranteed minimum price.

CPG **do not** consider the following items to be abnormal costs and as such any costs associated with these items will be borne by the developer.

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1. Compliance with planning policy, including any costs incurred in adherence to policies relevant to the site, for example the provision of open space and public realm, Fastlink contributions or surface water drainage/flood prevention requirements. This also applies to financial contributions linked to the loss of recreational greenspace such as sports pitches or playing fields.
2. Foundations – where it is expected that the type of development proposed will require deep pile foundations irrespective of ground conditions, this should be assumed.

In respect of the requirement for trench/strip foundations, abnormal costs will only be considered for foundations that require to be over 700mm wide x 250 mm thick mesh reinforced concrete **and** more than 1000mm deep to the underside of foundation level measured from formation level. Excavation and removal of spoil must also be assumed to be a cost borne by the developer.

3. Ground conditions – although a full Site Investigation may be required, developers should give cognisance to the known geology of the surrounding area in forming a view on the ground conditions likely to be encountered on the subject site. For instance, in an area where it is known or established through basic due diligence as highlighted above, that the make-up of the soil is peat, any removal of this and/or any foundations solutions for this will not be regarded as an abnormal.
4. Topography – it should be assumed that on a sloping or undulating site, that development design will have to accommodate the topography. Cut and fill may be expected and is not an acceptable abnormal. As such any re-profiling of sloping areas will not be considered as an abnormal.
5. Drainage and Flooding – SUDS, pumping stations, attenuation ponds/tanks and all other measures reasonably required to drain the site surface water, groundwater and sewerage.
6. Roads – the costs associated with meeting infrastructure throughout the development site and connection to the public road network.

Please note that Glasgow City Council NRS have requirements for road capping layers, irrespective of the ground conditions. As such this should also be considered for roads required for the development and will not be accepted as an abnormal cost.

7. Demolition – the demolition and removal of any structures and foundations required to facilitate the development.
8. Utilities – Reasonable costs associated with connecting any utilities to the development site will be the responsibility of the developer. The developer will be required to provide evidence and price quotes for unforeseen conditions requested from service providers that are over and above that which would reasonably be expected to be required to carry out the proposed development before they are considered as an “abnormal” cost.

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9. Retaining Walls – Retaining structures will only be considered as an abnormal development cost if they are located on the boundary of the site, exceed 1.2 metres in height, and will take a lateral load from the soil.
10. The removal of any trees on site with compensatory replanting may be required and is not considered as an abnormal cost.