

MAGOR WITH UNDY COMMUNITY COUNCIL
REQUEST FOR QUOTATION

**LANDSCAPING OF LAND IMMEDIATELY ADJACENT TO SYCAMORE
TERRACE MUGA/TENNIS COURTS, MAGOR
(Known as Sycamore Sports Field)**

Quotations are invited for the landscaping of land adjacent to Sycamore Terrace MUGA/Tennis Courts, Magor in line with the following specification.

Closing date for the receipt of submissions is: **3.00pm on Thursday 15th October 2020.**

Any queries relating to this invitation to submit a quotation are to be raised with Beverly Cawley, Clerk & Responsible Financial Officer of Magor with Undy Community Council on 07785 747 762 or by email: admin@magorundy.org.uk

Introduction

You are invited to quote for the provision of the goods/services detailed below. Your quotation must be received by the date and time specified. Quotations received after the deadline will not be considered. Magor with Undy Community Council accepts no responsibility for the late delivery of quotations and you are advised to make due allowance for transit time.

Submission instructions

Your quotation will be submitted by post or in person, using the envelope and/or label provided (please email admin@magorundy.org.uk for the envelope/label) and delivered by the date and time specified to the address shown below:

Magor with Undy Community Council, Community Council Office, Magor Police Station, Main Road, Undy, Caldicot, Monmouthshire NP26 3EH.

Quotations received after the deadline will not be considered. Please ensure that you sign the document - failure to do so will render your quotation invalid.

Confidential Details

The supplier (whether the quotation is accepted or not) and all other recipients of the quotation (whether they submit a quotation or not) shall treat the details of the documents as private and confidential. Any quotation received in response to this enquiry shall be treated likewise by Magor with Undy Community Council, except where requested in compliance with the Freedom of Information Act 2000.

Prices and Costing

The submission of this quotation will be deemed to be an undertaking that the offer includes for all costs and expenses for the activities/work specified.

The Supplier shall be deemed to have checked for and removed all errors from the quotation prior to submission. If the Council suspects that there has been an error in the submission, the Council reserves the right to seek such clarification as it considers necessary from that supplier only.

Where quotations appear to be abnormally low in relation to the supplies or services the Council shall require suppliers to explain the price or costs proposed in the quotation. The Council may reject the quotation where the evidence supplied does not satisfactorily account for the low level of price or costs proposed.

Awarding of Contract

The council shall not be obliged to accept the lowest or any tender, quote or estimate.

No quotation shall be deemed to have been accepted unless such acceptance has been notified to the supplier in writing.

Payment Terms

Subject to satisfactory service the payment terms will follow the Council's payment terms which are net 30 days payable by BACS (alternative payment methods are available upon request).

All prices are to be stated in sterling exclusive of Value Added Tax.

Expenses and Losses in Quotation

Magor with Undy Community Council will not be responsible for, or pay for expenses or losses that may be incurred by a supplier in the preparation of this quotation exercise, or subsequent interviews relating to the appointment of a preferred provider for this service.

Terms and Conditions

The contract will be governed by the Council's Standing Orders and Financial Regulations relating to contracts

Insurance

Companies are required to include within their proposal evidence of professional and public liability insurance.

Specification

The successful candidate will be selected on their ability to meet the following specification.

SPECIFICATION

No	Item	Quantity	Cost
	NOTE: Measure and supply dimensions for these areas: Groundworks Fencing Pathways		
1	Prelims Prepare H&S file, organise and provide for site management, storage of materials, transport of plant & equipment, welfare facilities, etc Sub Total		
2	Ground Works/Preparation <ol style="list-style-type: none"> a) To prepare ground (approx. 1.5 acres - as per supplied map/diagram) - to include the embankment. <ul style="list-style-type: none"> • Spray with suitable weed-killer • Rotovate ground • Stone Pick <i>(to be removed from site and disposed of responsibly)</i> • Removal of any rubbish <i>(to be removed from site and disposed of responsibly)</i> • Level and Chain harrow ready for seeding b) To sow supplied seed mix (to be supplied by Community Council) <ul style="list-style-type: none"> • Spin sow seed (grass/wildflower mix) • Roll down c) To lay supplied Turf Reinforcement mesh (mesh and securing pins to be supplied by Community Council) <i>(for details of mesh/pins see below)</i> <ul style="list-style-type: none"> • Lay and pin down/secure reinforcement mesh to create designated pathways as per supplied map/diagram d) To supply and erect fencing <ul style="list-style-type: none"> • To supply and install approx. 40 metres of stock fencing topped with plain wire 		

	<p>(tanalised posts to be used) as per supplied map/diagram</p> <ul style="list-style-type: none"> • To supply and install post and rails on embankment in place of wire • To supply and install galvanised gate for maintenance access with tanalised gate and latching posts. 		
5	Other Associated costs/items such as:		
6	QUOTATION TOTAL (excluding VAT)		

Signed:

Dated:

INFORMATION ON GRASS REINFORCEMENT MESH & SECURING PINS:

Supplier to be used by Community Council – Collins Nets Ltd.

<https://collinsnets.co.uk/product/turf-guard-mesh>

Turf Guard Mesh – 2mtrs x 30mtrs roll - Standard – 27 kg per roll TURF GUARD provides an ideal solution to parking problems and damage prone grassed areas. It can be laid directly onto grass or soil and then seeded.

To install, simply roll out, hold taut and fix to the ground with metal fixing U-pins or J-pins.

The protected area will soon resume its natural green appearance with the mesh becoming invisible once the grass has grown through, it will then provide a stable surface which will withstand the weight of cars and will also prevent further damage and rutting. Where a wide area is to be protected the mesh should be overlapped and the layers held down with metal J-Pins.

TURF GUARD STANDARD : Footpaths, buggy and cart paths on driving ranges, wheelchair access, preventing damage from pets

<https://collinsnets.co.uk/product/metal-securing-u-pins-or-j-pins-box>

Metal Securing J Shape Pins Metal Securing 8" J Pins can be used to fix down galvanised wire netting, and ground reinforcement mesh. High quality, very strong, made from 5.5 mm galvanised steel