

PRUDHOE TOWN COUNCIL
GRASS CUTTING
INVITATION TO TENDER 2020-2023

Prudhoe Town Council is inviting tenders for grass cutting for the three-year period from 202-2023. The specification is detailed below.

SPECIFICATION

The Town Council has responsibility for the following grassed areas which are the subject of this contract:

Schedule 6 – open grassed area that borders woodland and the west-bound carriageway of the B6395, opposite The Falcon, immediately after the bus shelter at Cottier Grange and up to Priestclose Cottages entrance. An area of wild flowers is being created one-metre from the woodland in this area also.

Schedule 7 – open grassed area with formal bedding display atop located off the B6395, Beech Grove South.

Schedule 8 – grass-cutting at the Western Gateway into the town. One area that borders the footpath adjacent to the west-bound carriageway of the B6395 and another on the turning off the A695 (travelling east) onto the B6395. An area for wild flowers is being created one-metre from the fence-line in this area also.

Schedule 9 – Station Roundabout and all grassed areas off Station Roundabout.

Schedule 10 – The Prudhoe Badger bankside.

Schedule 11 – open grassed area opposite Castle Lea on the west-bound carriageway of the A695, bordering woodland.

Schedule 12 – sloped grass verge that immediately borders the west-bound carriageway of the B6395 West Road, immediately after West Road Cemetery and up to Beech Grove South.

Schedule 13 – sloped grass verges on both sides of Station Road from Front Street to Station Roundabout.

Schedule 14 – Highfield Park on Highfield Lane. A large open field with cutting and strimming required.

The Council is the body responsible for the maintenance of these locations, save in respect of any statutory responsibility for grass cutting lying with Northumberland County Council as the Highway Authority.

The Council requires the Contractor to maintain the specified locations to the highest standards of presentation, cleanliness and tidiness.

All work will be carried out within the town of Prudhoe (NE42).

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All contractors are required to carry out an accompanied visit to all areas prior to submitting their tender. You are requested to submit your tender on Tender Document 2 as required, additional information may be presented if felt necessary.

The successful company will be required to enter into a contract with Prudhoe Town Council and this will require the production of all relevant certification including a Risk Assessment of the work to be carried out and copies of Public and Employee Liability Insurance. You may wish to submit these documents with your tender.

VALUE RANGE

The contract is estimated to be valued from £25,000.

PROCUREMENT TIMESCALES

Tenders must be received by Friday 1st November 2019 at 12 noon.

Full details will be reviewed by a small group of Councillors in advance of the meeting of the Planning, Contract and Works Committee, being held on 13th November 2019. A decision will be made at this meeting and all parties will be contacted by Friday 15th November with the outcome of the procurement process.

Persons or organisations submitting a tender are advised that the canvassing of Councillors or staff either directly or indirectly shall disqualify them from the tendering process. You are also advised that information supplied in this document may be disclosable under the Freedom of Information Act 2000.

CLOSING DATE FOR TENDER RETURN

All tenders must be received by **12noon on Friday 1st November 2019** and should be marked '**Private & Confidential**' and be delivered in a sealed envelope to:

Sarah Eden
Prudhoe Town Council
The Spetchells Centre
58 Front Street
Prudhoe
Northumberland
NE42 5AA

If you would prefer to submit tenders electronically, please ensure these are saved in PDF format and emailed to sarah.eden@prudhoetowncouncil.gov.uk. Word documents that you can complete electronically can be provided.