



Emptying and maintenance of dog/litter bins managed by Clevedon Town Council

SCHEDULE OF WORKS

Clevedon Town Council is seeking tenders from established sanitation firms to provide dog waste/litter management services at 26 selected sites within Clevedon. Twice weekly waste collection, as agreed by the Council, and disposal of waste.

Presently required for a one (1) year period, with longer term availability after the initial period has ended.

The Contractor will be responsible for all waste removal and disposal, providing the Council with the required and valid waste licences and public liability insurance.

Confirmation to be given to the Council as to the site location for the disposal and incineration of the waste collected.

If the bins cannot be emptied for any reason, i.e., due to sickness or holiday, then confirmation as to who the Contractor will provide to support and continue the twice weekly collections of the bins must be provided.

1 SPECIFICATION

The Specifications for the work

- 1.1 Twice weekly emptying of 26 dog/litter bins and lawful transportation and proper disposal of stored animal and other mixed waste from site
- 1.2 Twice weekly replenishment of dog waste bin liner bags provided by the contractor at the time of collection from the 26 bins.
- 1.3 To clean and sanitise the bins, as required.
- 1.4 To provide reports monthly to the Council as to any issues with the waste collection
- 1.5 To report any damage to any bin and conduct the repair if feasible.

2 IN PREPARING YOUR QUOTATION:

Interested waste management companies are recommended to visit Clevedon to understand the waste round. (Map attached showing bin locations).

Completed tenders can be submitted either in writing in a sealed envelope by post, by no later than **NOON on Friday 26th February 2021** addressed to –

Ms Paula Heath, Town Clerk, Clevedon Town Council, 44 Old Street, Clevedon, North Somerset, BS21 6BU. Please mark the envelope with – TENDER – DOG BIN EMPTYING AND MAINTENANCE.

Or by email, stating TENDER – DOG BIN EMPTYING AND MAINTENANCE in the subject field to – office@clevedon.gov.uk

Clevedon Town Council accepts no responsibility for non-delivery or late tenders.

All tenders submitted will be opened by the Town Clerk who will arrange a formal meeting of the Town, Events & Amenities Committee. It is anticipated that the tender evaluation, and contractor notification will be following that meeting.

Tender award criteria include a properly completed and returned tender submission, prior work experience of a similar nature, demonstrated ability and capacity to provide the requested service, supportive references, and a competitively priced bid. Unsuccessful tenders will be advised by letters of regret.

- 2.1 You will be responsible for the safe working and access to the site during the work.
- 2.2 The site to be left in a clean and tidy condition when work is completed.
- 2.3 Should any damage occur to any arising from this work the Town Clerk to be contacted immediately or as soon as practicable, no further work to the area to be undertaken until the damage has been inspected by the Town Clerk or designated authorised person.
- 2.4 Furthermore, the contractor will make good any damage at his own cost.
- 2.5 The Contractor shall provide all transport, plant gear, tools, equipment etc., to complete the work.
- 2.6 Labour charges to be included in the figure quoted.
- 2.7 Figure quoted to exclude VAT or show VAT separately.

3 Insurance

- 3.1 The Contractor shall carry Public Liability Insurance to £5,000,000
- 3.2 The Contractor shall carry the appropriate Certificate of Registration under the Waste Enforcement (England and Wales) Regulations 2018
- 3.3 Will indemnify the Council from and against all proceedings, costs, expenses, and liabilities whatsoever which may be taken in respect of any damage to or loss or injury to any person (including injuries resulting in death) or property howsoever caused or arising out of the negligence of the Contractor or any of the Contractor's personnel.
- 3.4 The Contractor shall provide copies of the insurance as detailed above.

4. Health & Safety at Work Act 1974

- 4.1 The Contractor must ensure compliance with the Health & Safety at Work Act 1974 and regulations (or as may be amended from time to time) about whomsoever he employs in connection with this contract.
- 4.2 The Town Council shall require from the Contractor a risk assessment and a method statement showing how the work is to be undertaken.

5. Waste Disposal

- 5.1 All waste materials collected from the dog/litter bins, resulting from the execution of this contract, shall be disposed of with due care and in accordance with current legislation. Full details of that disposal to be provided on request by Clevedon Town Council.

6. Contract Amendments

- 6.1 All alterations to the contract and the agreed work to be confirmed in writing to or by the Town Clerk/Deputy Town Clerk
- 6.2 Any amendments to be discussed and agreed by the Town Clerk, Deputy Town Clerk or designated authorised person.

Clevedon Town Council

Dog Bins & Location

Number on map	Location
1	Kennaway Road by Yeo Moor School
2	Highdale Avenue
3	Highdale Road
4	Highdale Road
5	Mill Cross (vicinity of Crab Apple Inn)
6	Sercombe Park
7	Highdale Road
8	All Saints Lane
9	Tutton Way
10	Windsor Close
11	Kenn Road by pelican crossing
12	Coleridge Vale Road South – cul-de-sac – crosses Wordsworth Road
13	Edward Road South
14	Woodland Glade
15	Yeo Moor Path
16	Marine Parade
17	Elton Road
18	Strode Road – sports field
19	Strode Road – sports field
20	Old Park Road/Thackeray Road
21	Teignmouth Road
22	Herbert Gardens
23	Herbert Gardens
24	Herbert Gardens
25	Jesmond Road

Litter Bin and Location

26	Salthouse Fields by MUGA – Multi Use Games area and Tennis Courts
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