September 2020

**Tender for Wokingham Market Place Cleaning from 9th December 2020 to 8th December 2025. Comprising street sweeping and scrubbing of paving and loading areas of the Market Place and immediate surrounding areas.**

Wokingham Town Council is seeking tenders for the above. Please quote as per the Invitation to Tender.

A site visit is highly recommended to prospective contractors, to familiarise themselves with any working restrictions. This should be conducted with reference to the following documents:

* Market Place Cleaning Contract – Specification
* Current Market Place Surface Cleaning Rota

Please submit the following documents by post:

* Tender on the form contained within the Invitation to Tender document
* Completed health and safety questionnaire
* A copy of your current public liability insurance

These are to be delivered to the Town Clerk at the address detailed below.

**Please mark the envelope in the bottom left-hand corner:**

**‘Do not open before noon Tuesday 20th October 2020’.**

Wokingham Town Council plans to award the contract at the meeting of its Amenities Committee on Tuesday 3rd November 2020.

The successful tenderer will be required to provide the Town Council with a method statement and risk assessment in regard to the Market Place cleaning contract.

**The closing date to receive tenders is noon Tuesday 20th October 2020.**

If you would like any further information please contact me.

Fiona Sleaford, Amenities Officer

0118 974 0886

07592 579112

[amenities@wokingham-tc.gov.uk](mailto:amenities@wokingham-tc.gov.uk)