



# BAR HILL PARISH COUNCIL

The Parish Council Office  
Hanover Close, Off Viking Way  
Bar Hill, Cambridge CB23 8EH  
Telephone: 01954 780456  
E-mail: clerk@barhillpc.org.uk

## INVITATION TO TENDER

### BAR HILL VILLAGE GRASS CUTTING CONTRACT 2024-2026 inclusive

***The contract will be effective from 1 March 2024 and grass cutting season goes through to early November each year***

The Parish Council invites tenders for the cutting of all grassed areas marked on the attached map of Bar Hill Village.

Your tender should be based upon the cutting frequency listed below during the period from 1<sup>st</sup> March to the beginning of November, each year

#### **SCHEDULE FOR GRASS CUTTING (see also the grass cutting map of the village)**

<b>Area A</b>	All grass within the Perimeter Road, including the village green, and play areas, and to include Thruffle Way (at the entrance) and The Fairway (Perimeter Road entrance and down each side of the road). (All season)	Once every two weeks 16 cuts in total
<b>Area B</b>	All areas shown on the plan on the outside of the Perimeter Road (Excluding Thruffle Way and The Fairway, which are included under Area A).	Every other month 4 cuts in total
<b>Area C</b>	Amenity land (opposite the Fox Public House) (former skatepark site)	Once a month
<b>Area D</b>	The Nature Reserve (South side of the village) Mid-season to clear area around bench and make pathway to access bench. Major cut Sept/October depending on season	Twice per year



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The length of the cut to be at the discretion of the Contractor but please bear in mind the village green is used constantly for football during the autumn/winter/spring months and cricket during the summer so it would be appreciated if the village green could always be cut towards the end of the week.

## **Parish Council requirements**

The Contractor, prior to cutting any area of grass, shall inspect and ensure that all litter, stones and obstacles are cleared before cutting commences. The Council will not be liable for any damage or loss to equipment incurred by the contractor during the period of the contract howsoever caused.

The Chairman of the Parish Council, or the Parish Clerk, may verbally alter these frequencies, such an alteration will be confirmed in writing. The Council reserves the right to add or remove areas to be cut during the period of the contract.

The Contractor will advise the Parish Clerk if they consider the ground conditions in any area are such that either: (a) the grass does not require cutting or (b) to cut the grass would cause damage to the ground due to wet weather. The Contractor will act in accordance with instructions.

The contractor must ensure operatives do not damage tree trunks when strimming and are requested not to cut back the flowering bulbs too early (eg Gladeside and Acorn Avenue), nor damage Bee Orchids at the front of Hollytrees.

The grass must be mown or strimmed. Footpaths must be left tidy with no excessive clippings and debris left. Specifically, all the children's play area hard surfaces should be left clean to ensure health and safety.

The Contractor must notify the Parish Clerk at least two days prior to work being carried out. If applicable, for this purpose only, notification can be left via a message on the Parish Council telephone answering machine 01954 780456 and email. [clerk@barhillpc.org.uk](mailto:clerk@barhillpc.org.uk) and [office@barhillpc.org.uk](mailto:office@barhillpc.org.uk)

The Contractor will submit invoices for work carried out in each calendar month and the Parish Council undertake, if the invoice is correct, to pay the invoice once agreed at its monthly Parish Council Meeting, which is currently held every third Thursday of the month.

## **Liability of the Contractor**

- a) The Contractor shall fully and promptly indemnify the Parish Council against any liability to any person whatsoever, arising out of, or in connection with, the performance of the services or any act or omission of any employee of the Contractor howsoever such liability may arise



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- b) The Contractor shall fully and promptly indemnify the Parish Council in respect of any damage caused to any land, building or chattel of any third party, by any employee or agent of the Contractor, whether such damage caused by negligence or in any other way whatsoever.
- c) The Contractor shall fully and promptly indemnify the Parish Council in respect of any damage caused to any land, building or chattel in the ownership, occupation or possession of the Parish Council by any employee or agent of the Contractor, whether such damage caused by negligence or in any other way whatsoever.
- d) The Contractor shall, at all times, maintain in force such policies of insurance, including minimum £5m public liability insurance with reputable insurers or underwriters as shall fully insure and indemnify the Contractor against liability:
  - i) to the Parish Council and to any employee of the Parish Council;
  - ii) to the employee of the Contractor;
  - iii) to any other person;
  - iv) for any damage caused to any land, building or chattel of the Parish Council;
  - v) for any damage caused to any land, building or chattel of any third party.
- e) The Contractor shall, upon request by the Parish Clerk, disclose all such policies of insurance, cover notes, premium receipts or other such documents as the Parish Council may require and shall, if so requested, furnish the Parish Clerk with copies of any such documents.

## **Termination**

The Parish Council shall be entitled, forthwith upon the happenings of any of the following events, to terminate this Contract, such events being:

Failure of the Contractor to perform the grass cutting at the agreed frequency, or to a standard acceptable to the Parish Council.

Such notice to terminate the contract will be given in writing, by either party, of 30 days.

## **Your tender document should include the following:**

- a) Schedule of rates for each area/per year
- b) Proposed calendar of dates for grasscutting
- c) Contractor's terms and conditions
- d) Names of two referees, for whom similar work has been carried out during the last three years
- e) Rate for each area for additional cuts if required at request of the Parish Council
- f) Copy of Contractors valid Certificate of Insurance, including public and employers liability



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Owing to the nature of the layout of Bar Hill we recommend a site inspection is made of the area (Council representative may be able to support depending on availability), and hardcopy of maps available on request.

Tenders must be returned to the Parish Council Office at the above address in a sealed envelope marked 'Confidential – Tender Grass' **by noon on 26 January 2024**

Should you have any queries please do not hesitate to contact us

Yours sincerely

Carla Walker  
Parish Clerk  
For and on behalf of Bar Hill Parish Council