

PRUDHOE TOWN COUNCIL

CONTRACT NOTICE 2017-2020

GRASS-CUTTING (Value from £22,800 for 3 years)

Prudhoe Town Council is inviting tenders for 'Grass-cutting' for the three year period from 2017 – 2020. The specification is detailed below.

SPECIFICATION

The Town Council has responsibility for the following grassed areas which are the subject of this contract and are located at (1) sites along B6395 Front Street / West Road (2) sites on C255 Station Road (3) sites at or near to the Station Roundabout (junction of A695 Prudhoe bypass with C255 Station Road) (4) sites at the junction of the B6395 West Road with the A695 Prudhoe bypass, and (5) Highfield Park, all as set out in the table accompanying this document. 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).

All contractors are required to carry out an accompanied visit. You are requested to submit separate prices for each of Schedules on Tender Document 2 as required.

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 at £22,800 (for 3 years).

PROCUREMENT TIMESCALES

Tenders will be acknowledged as received on Friday 28th October. A decision will be made at the meeting of Prudhoe Town Council scheduled for Wednesday 9th November 2016. All parties tendering will be contacted by Friday 11th 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 **5:00pm on Friday 28th October** and should be marked '**Private & Confidential**' and be delivered in a sealed envelope to:

The Clerk to the Council
Prudhoe Town Council
The Spetchells Centre, 58 Front Street
Prudhoe
Northumberland
NE42 5AA

Please note that Tenders will not be accepted electronically.