



WOOTTON PARISH COUNCIL



3 Longden Close
Haynes
Bedfordshire
MK45 3PJ
Tel: 07531 930788

Email: Clerk@Wootton-PC.gov.uk

Website: Wootton-pc.gov.uk



[www.facebook.com/](https://www.facebook.com/WoottonParishCouncilBedfordshire)

WoottonParishCouncilBedfordshire

Tender For Grass Cutting 1st April 2023 to 31st March 2026 To be completed by the tenderer

To Wootton Parish Council (WPC):

1. Having examined the Service Level Agreement, which contains Conditions of the Agreement and Service Specification for all areas and having walked the route(s) where necessary, we offer to complete the whole of the said works for such sums as specified below.
2. We understand that you are not bound to accept the lowest or any tender.
3. We understand that you are not bound to place any order and that there is no guarantee that the work will be required at all during the period of the contract.
4. We certify that this is a bona fide tender and that we have not fixed or adjusted the amount of the tender by or in accordance with any agreement or arrangement with any third party.
5. We certify that we have not communicated to any other person details of the amount tendered except where necessary to obtain insurance cover.
6. We confirm that we have not entered into any agreement with a third party refraining them from tendering or agreeing with them the amount tendered.

Signed: _____ Date: _____

In the Capacity of: _____, duly authorised to sign tenders
and give such certificates for and in behalf of:

Company: _____

Address: _____

Tel. No: _____

Email: _____

Conditions of Tender for Grass Cutting

1. The tender shall be made on this form provided by WPC without alteration and with a copy of the insurance certificate and method statement. The Service Level Agreement, which contains Conditions of the Agreement and Service Specification has been read and accepted.
2. The prices inserted into the schedule of rates shall cover all appropriate costs which are to be borne by the contractor as part of the contract. Tenderers shall satisfy themselves that the schedule is correct and shall submit rates in respect of all the work specified.
3. Tenderers shall submit with their tenders a certificate completed by the insurance company or their broker confirming **minimum** insurance cover of £10 million in respect of any one accident. There shall be a Principal's Clause indemnifying WPC.
4. No allowance for Value Added Tax shall be included in the tender.
5. The tender shall be returned in a sealed envelope marked GRASS CUTTING TENDER and received by the Clerk to the Council and Responsible Financial Officer, by **12 noon on Wednesday 1st March 2023** at the address shown at the top of page 1. It is recommended that tenderers courier their tender for delivery to WPC,
 - The envelope must not bear any indication of the amount tender price;
 - The name and address of the tenderer shall be written on the back of the envelope;
 - Late tenders will be returned to the tenderer unopened.
6. Tenderers must not communicate with WPC nor any individual councillor after the tender submission date. Any attempt by a tenderer to influence the result of the tender will lead to their disqualification.
7. In the interests of openness and transparency, tenderers must disclose any works (previously, currently or proposed) undertaken for any member of WPC.
8. WPC intends to announce the result of the tender on **Thursday 9th March 2023**.

Tender For Grass Cutting

1st April 2023 to 31st March 2026

Verges

Refer to Service Specification (Defined Areas) within the Service Level Agreement for fuller details and map entitled "Highways".

Rate per cut: £.....

Highway Verges/Flail Cutting (not owned by Wootton Parish Council but for which Bedford Borough Council pays a contribution)

Refer to Service Specification (Defined Areas) within the Service Level Agreement for fuller details and map entitled "Highways".

Rate per cut: £.....

Bedford Road/Manor Road Bus Shelter Area

Refer to Service Specification (Defined Areas) within the Service Level Agreement for fuller details and map entitled "Highways".

Rate per cut: £.....

Keeley End Pond – Bedford Road/Hollies Walk

Refer to Service Specification (Defined Areas) within the Service Level Agreement for fuller details and map entitled "Amenities".

Rate per cut: £.....

Lorraine Road Green (not owned by Wootton Parish Council but for which Bedford Borough Council pays a contribution)

Refer to Service Specification (Defined Areas) within the Service Level Agreement for fuller details and map entitled "Amenities".

Rate per cut: £.....

Memorial Hall Recreation Ground including enclosed children's play area (Bedford Road) and Recreation Ground not including enclosed children's play area (Church Road – known as Jubilee Gardens)

Refer to Service Specification (Defined Areas) within the Service Level Agreement for fuller details and map entitled "Amenities".

Rate per cut: £.....

Paddock

Refer to Service Specification (Defined Areas) within the Service Level Agreement for fuller details and map entitled "Amenities".

Rate per cut: £.....

Popes Way Green

Refer to Service Specification (Defined Areas) within the Service Level Agreement for fuller details and map entitled “Amenities”.

Rate per cut: £.....

Studley Road Footpath

Refer to Service Specification (Defined Areas) within the Service Level Agreement for fuller details and map entitled “Amenities”.

Rate per cut: £.....

War Memorial, Church Road

Refer to Service Specification (Defined Areas) within the Service Level Agreement for fuller details and map entitled “Amenities”.

Rate per cut: £.....

Method Statement

1. The contractor shall detail types of cutting equipment **intended for use on the work**; including manufacturers name and type as well as the age of the equipment.
2. The contractor may include any statement to support the tender
 - a. Experience of other contracts – customer List
 - b. Length of time in business
 - c. Any other relevant matters

Map 1 – Amenities



2022-11_Grass
Cutting Map of Ame

Please note this map is also available as a single page large scale document. Please contact the Clerk to the Council to receive it in that format.

Map 2 – Highways



2022-11_Grass
Cutting Map of Higl

Please note this map is also available as a single page large scale document. Please contact the Clerk to the Council to receive it in that format.