

COUNTESTHORPE PARISH COUNCIL



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Mrs. C Samuels, Parish Council Manager and Clerk of the Burial Board

18th December 2018

To whom it may concern

TENDERS ARE INVITED FROM SUITABLY QUALIFIED CONTRACTORS FOR:

**Supply and Installation of play equipment and associated groundworks
Leysland Play Area, off Sunbury Rise, Countesthorpe LE8 5XP**

For ages up to 12 years.

- 1 x Mini-swing with Basket seat – maximum height 1m**
- 1 x Mini-roundabout which can rotate and rock on a central mechanism**
- 1 x Single Twister for single and two person use**
- 2 x Sit-in Springers for very young children (two different designs)**
- 1 x Rope Climber, cone or cylinder shape up to a height of 1.8m**
- 1 x Small wide embankment slide suitable for pre-existing sloped area, wide enough for the use of two children**
- 1 x stepping stone/rope bridge**
- 1 x picnic table**

Associated 'safety grass' surfacing as relevant

All waste to be removed from site at completion of the project.

We request the written tender is returned by 1pm on Friday 11th January 2019. Tenders are to be submitted in writing in a plain sealed envelope marked Leysland Tender addressed to the Parish Council Manager. The Parish Council is not obliged to accept part of or any tender or to be liable for any costs associated with the preparation of such tenders.

Any tenders received after 11th January 2019 will not be considered.

There are works scheduled for January 2019 to install additional fencing to increase the diameter of the site, to allow for these new items of equipment. There is also a low-lying banked area around the existing perimeter. It is therefore strongly advised to undertake a site visit before tenders are submitted to take into account any groundworks that may need to be considered as part of the project.

The Parish Council will give a written response to tenders on or before 20th January 2019.

IT IS A CONDITION THAT THE WORKS ARE TO BE COMPLETED BY 29TH MARCH 2019 WITH AN INVOICE FOR THE WORKS TO BE SUBMITTED TO THE PARISH COUNCIL BY 1ST APRIL 2019

Canvassing of members of any committee, directly or indirectly, for any contract with the Parish Council shall disqualify the contractor for such appointment. If an applicant for any appointment or contract with the Council is to his/her knowledge related to any member of, or the holder of any office under the Parish Council, he/she and the person to whom he/she is related shall disclose the relationship in writing to the Parish Council Manager. A contractor who fails to do so shall be disqualified for such contract, and, if appointed, may be dismissed without notice.

Any requests for further information are only to be submitted in writing to the Parish Council Manager. Any other requests will invalidate the tender.

Appointed Contractors must be able to demonstrate compliance with all relevant Health & Safety Legislation. A Method Statement showing how the work will be carried out and what measures will be taken to minimise the risk of Personal Injury (or Property Damage) to both Council employees and members of the public will be required at the appropriate time.

Please note that the site is in close proximity to residential properties, therefore details of working hours, positioning of site cabins, materials, skips etc within the site and a programme of works are required.

A copy of your organisation's public liability insurance policy should be provided. The limit to indemnity should not be less than £5,000,000.

Please note that no additional payment(s) will be made to the contract price unless authorisation for any extra works or unforeseen expenses has first been obtained from the Parish Council Manager.

Yours faithfully



Mrs Christine E Samuels
Parish Council Manager