

WOKINGHAM TOWN COUNCIL



Mrs J Nowecki
Town Clerk

Town Hall
Market Place
WOKINGHAM
Berkshire
RG40 1AS

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INVITATION TO TENDER

Contract for: **PARKS & OPEN SPACES GROUNDS MAINTENANCE**
FOR THREE YEAR PERIOD
1st April 2018 – 31st March 2021

To be delivered by not later than **NOON MONDAY 19th FEBRUARY 2018**

Conditions of Tendering

- a) The Tender and details of prices must be upon the form below provided by the Council, and must be signed by the Tenderer and the whole of the requirements set forth in the forms must be complied with or the Tender cannot be considered.
- b) Tenderers are particularly requested to peruse carefully the Supplier's Contract which includes the General Conditions of Contract, and the Specification, and to make sure that they thoroughly understand them. All necessary explanations may be obtained at the Town Hall but, when a Tender has once been accepted, the Council will not entertain any requests for a variation of its items on the grounds of any alleged mistake, oversight or misunderstanding.
- c) The Tender will not be considered if any variation or alteration is made by the Tenderer in the Supplier's Contract and Specification, as issued by the Council.
- d) Tenderers are prohibited from directly or indirectly canvassing members or officials of the Council in reference to any Tender. The Tender of any person who does so canvass will be rejected.
- e) The Council will reject any late Tender.
- f) The Council does not bind itself to accept the lowest of any Tenders and will evaluate and consider which Tender is the most economically advantageous. The Council also reserves to itself the right at its absolute discretion to accept a Tender wholly or in part at the price or prices set out in the documents accompanying the Tender. When a Tender is accepted either wholly or in part the

Council will enforce all the terms of the Contract.

- g) Each Tenderer (whether their tender is accepted or not) shall treat the details of the Tender and Specification or other documents attached here as private and confidential.
- h) The Council will not be responsible for, or pay any expenses or reimburse any losses, which may be incurred by any person in the preparation of his Tender.

TENDER

The work as detailed in these documents will be carried out for a total price of:

£.....

in the sum of

.....
(words)

If my Tender is successful, the works shall be commenced on
(provided that the Council shall have issued to the Contractor a written notice to proceed)
and shall be executed in accordance with the Contract for the same.
I agree that this tender and any contract which may result therefrom shall be based on the
Council's Specification and Supplier's Contract.

Signed:

In the capacity of:

.....

duly authorised to sign Tenders for and on behalf of:

.....
(block letters please)

Date:

Contractor's name:

.....

Address:

.....

.....**Post Code:**

Telephone:

The price quoted in this tender is valid for 60 days from the Tender Returnable date, subject to that period being not shorter than 60 days. If no validity period is stated, it will be assumed that the offer is firm for 60 days from the Tender Returnable Date or from the date of the last correspondence, whichever is the later.

Please note closing date for receipt of Tenders