

COUNCIL'S FLORAL DISPLAYS

CONTRACT 2018 – 2020 WITH OPTION TO EXTEND TO 2022

BACKGROUND

The Town Council is committed to improving the lives of its citizens, the Town generally and tourism in the Town. The Town is a regular entrant into East Midlands in Bloom – Large Town Category and has won the Gold award for the last 7 years. The Town has been asked to represent the East Midlands at the national awards – Britain in Bloom- on three occasions and in 2012 the Town won the Large Town category. The Town Council coordinates the Town's Bloom campaign each year. The Town also was the winner of The Great British High Street Award – Market Towns – in 2014 and won overall that year too.

The Town Council seeks a Contractor to provide it with bedding plants to continue the Town's success. The contract will be for 3 years with an option to extend for a further 2 years.

The Council budgets for just over £9,000 per annum for its floral displays.

SPECIFICATION

1 Summer Plants

To provide as a sample the following plants. The plants should be strong and healthy and should be in flower by mid-June and give a good display until mid-September.

634.00 SPPACK 9 Pack Lobelia
100.00 SPPACK 6 Pack Begonia
117.00 SPPACK 6 Pack Silver Leaf
50.00 SP4PACK Coleus
1,901.00 SP4PACK Nonstop Begonia
36.50 SPBASKPLX20 Silver Falls
25.5 SPBASKPLX20 Nonstop Mixed Begonia
9.00 SPBASKPLX20 White & Pink Nemesia
4.00 SPBASKPLX20 Pink Callies
9.00 SPBASKPLX20 Surfinia Sky Blue & Yellow
7.50 SPBASKPLX20 Surfinia Mixture
8.50 SPBASKPLX20 Trailing Begonia - Golden Picotee
7.00 SPBASKPLX20 Trailing Lobelia Mixture
16.00 SPZONALX8 Pot Zonal Geranium

2 Hanging Baskets

To plant up no194 hanging baskets (complete with liners) and no36 half baskets (complete with liners). The plants should be strong and healthy and should be in flower by mid -June and give a good display until mid - September.

3 Winter/Spring Bedding

To provide as a sample the following plants.

750 x Polyanthus
168 x Wallflowers

NB 1-3 are an example only. An itemised plant order will be provided twice annually (January for summer bedding and hanging baskets) and July/August for Winter/Spring bedding).

4 Delivery

Summer - To be delivered to the Coppice Car Park Lock Up, in accordance with the following dates-

Monday 21 May 2018 – 1/3 plants

Wednesday 30 May – all hanging baskets

Monday 4 June 2018 – 1/3 plants

Monday 11 June 2018 – 1/3 plants

Winter – Monday 15 October 2018

5 Additional commitments

- To meet with the Council in January each year to discuss the Summer Plants requirements.
- To meet the East Midlands in Bloom Judges and if the Council is entered – the Britain in Bloom judges. Dates usually in July and August.

Costs and Payment

- The Costs quoted for 1, 2 and 3 will be used as a fixed annual price for the contract and are subject to a 2% increase each year.
- Additional orders to be charged accordingly.
- No costs to be charged for Item 5.

The Council will pay the successful tenderer 50% of the annual quoted price at the beginning of May and the balance at the end of June providing the plants are of satisfactory quality.

EVALUATION OF TENDER

Submission

Tender packs can be obtained by emailing admin@belpertowncouncil.gov.uk or calling 01773 822116.

Tenders should be returned by submitting the proforma by 10.00am on 20 November 2017 in a sealed envelope for the attention of the Town Clerk, Belper Town Council, St Johns Chapel, The Butts, Belper, DE56 1HX – marked “Floral Tender”.

Evaluation

The Tender will be evaluated by a group of Councillors and will be assessed as follows

- 50% cost
- 50% quality – assessed by references, visits/samples and confirmation of adherence to the delivery time scale, additional commitments and attached contract.

The Tender outcome will be communicated by the end of December 2017 with appointment made at the Full Council meeting on 9 January 2018 with a view to the contract being completed the following week.