



Great Baddow Parish Council

Cemetery and Allotment Maintenance Tender Document

3 Year Contract

Published: 09 March 2021

Tender for the maintenance of:

Galleywood and Great Baddow Lawn Cemetery, comprising the following areas:

- **Lawn Cemetery - Vicarage Lane (road view map and ariel view map)**
- **Allotment – Vicarage Lane (road view map and ariel view map)**

As specified in the Conditions of Contract, Contract Specification and General Consideration.

Name of Tenderer:

Company Name:

Address:

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.....

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Tel:

Email:

Website:

NOTICE TO TENDERERS

Documents supplied for the tender:

Road Map	Specification
Ariel View Map	General Considerations
Cemetery Layout	Tender Form
Contract Conditions	Contract Variation Form
Priced Schedule	Certificate that the Tender is Bona Fide

Tenders must be submitted on the forms supplied, Price Schedule, Contract Verification Form, Tender Form and Certificate that the tender is Bona Fide, which are not to be altered in any way whatsoever. Tenders containing alterations or additions or subject to qualifications will not be considered. Along with a document containing any other details requested within the Conditions of Contract and General Considerations for Works document.

All entries will be written in ink or typed and the documents must be signed in the places provided for that purpose.

The Employer does not bind himself to accept the lowest or any tender. No expense incurred by any person submitting a tender will be paid for.

This is fixed price tender for a period of 3 Years, with an option to extend by a maximum of 1 year.

Tenders shall be deemed to have been submitted in the full knowledge of all the requirements and conditions contained or referred to in the tender Conditions of Contract, Contract Specification and General Considerations and the Contractor shall be deemed to have included in his tender for all costs in compliance therewith.

Notwithstanding any information made available to him, the Contractor shall be deemed to have visited and be aware of the general features of the site with particular reference to its location, the means of access, the conditions of its sub-strata including the level of any subsoil water, the location of existing services, and to have taken these and all other such relevant matters into account in the preparation and pricing of his tender.

The tender with all relevant paperwork as already set out is to be returned in a sealed envelope for the attention of The Clerk, labelled 'Grounds Maintenance Tender', which must not bear any mark as to the identification of the sender, to the Clerk, Mrs Clare Milligan at:

Great Baddow Parish Council
The Parish Hall
19 Maldon Road
Great Baddow
Chelmsford
Essex CM2 7DW

The tender must either be sent by First Class recorded post or delivered by hand and received by Noon, **Tuesday, 06 April 2021**.

FORM OF TENDER

To:

The Clerk
Great Baddow Parish Council
The Parish Hall
19 Maldon Road
Great Baddow
Chelmsford
Essex CM2 7DW

Having examined the Maps, Conditions of Contract, Contract Specification and General Consideration for Works for the above mentioned works, we offer to maintain the Permanent Works in conformity with the said Maps, Conditions of Contract, Contract Specification, General Consideration and Priced Schedule for the sum of: -

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[Excluding VAT] For the **three-year** contract.

(in words) _____

Unless and until a formal Agreement is prepared and executed this Tender together with your written acceptance thereof, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any Tender you may receive.

Signature

Date

Print Name..... **Job Title**