**Invitation to Tender for Landscape Project for Amenity Land**

**Crostwick Lane, Spixworth, NR10 3NQ**

Tenders are invited for the landscape of 6.92 acres of amenity land. A Specification is outlined below with two site plans attached (existing and proposed)

Please register your intention to submit a tender by e-mail to [clerk@spixworthparishcouncil.gov.uk](mailto:clerk@spixworthparishcouncil.gov.uk) and include all contact details.

All prices should be net (exclusive) of VAT

Companies will be asked to provide details and/or certificates of any appropriate accreditations and memberships relating to this type of work.

Once tenders have been opened and reviewed, those shortlisted will be invited to make any updates to pricing as may be required. As per the Council’s Financial Regulations, tenders will be opened by the Parish Clerk/Responsible Financial Officer and Chairman of the council. The clerk will make a recommendation to a Full Council meeting for final approval.

1. **Site Information- Amenity Land known as Maisie’s Meadow**

Address: Land adjacent to Trafford Way, Spixworth, Crostwick Lane, NR10 3NQ

**Important:** It is essential that a site visit is carried out to take detailed measurements and assess access etc.

Vehicular access is via the main entrance gate, contractors’ vehicles must be respectful of the surrounding field.

1. **General Scope of Contract**
   1. **Health and Safety Requirements**

All equipment and surfacing to comply with HSE guidelines. The successful tender is required to provide a completed risk assessment as soon as possible once the contract is confirmed.

* 1. **Budget**

The estimated spend for the Landscape project is £105,000

* 1. **Preparation, Groundworks and site welfare**

Seating area to be 750 m2, path to be 1.5 meters wide around entire perimeter of field.

All items to be removed to be taken away for appropriate recycling.

1. **Design, Supply and instillation**

See Plans

1. **Pathway** **Surfacing**

Type 3 crushed granite, spread and compact to 125mm. Leave 75mm from finished height. Breedon self-binding gravel, level and compact to be flush with edgings.

1. **Guarantees**

Tenders must include details of all guarantees and warrantees for ,surfacing and instillation works.

1. **Reinstatements**

The contractor is expected to make good any damaged caused to the surrounding grass surface or existing paths which may occur as a result of instillation works and/or deliveries.

1. **Timetable for tendering**

Invitation to tender published- **13th November 2024**

Closing date- **27th November 2024**

Opening of Tenders- **29th November 2024**

Award of contract by full council- **6th December 2024**

**8.Consultation**

The council has held consultations with local residents and via social media platforms to find out what people what the land to be used for.

**9.Submissions**

Submissions should include clear and detailed itemisations for all work required. A full colour plan and/ or digital visualisation must be included. Please include your estimated timescales for instillation and completion after award of contract for this project.

**10.Evaluation**

Tenders will be reviewed in the first instance by the clerk to the council and chairman. Evaluation will be based on a combination of price and value for money, sustainability, and experience.

**11.Award of Contract**

Once awarded at a full council meeting, the clerk will be the main contact for this project. Timescales of instillations will be discussed and scheduled accordingly. The council are willing to pay a deposit of 25-50% with the balance being paid upon completion and a satisfactory inspection and handover meeting.