



Banwell Parish Council

Banwell Youth and Community Centre,
West Street, Banwell.

North Somerset. BS29 6DB

Email: clerk@banwellparishcouncil.org.uk

Phone: (01934) 820442

26th September 2019

Dear Sir / Madam,

I am writing to you to ask you to submit a fixed price tender for the supply and installation of additional play equipment at Banwell Recreation Ground as specified in this tender pack; this is required in order to increase the capacity of the existing equipment.

Banwell Recreation Ground is about 100X95 metres in size and is situated in the centre of the village. The existing play equipment was installed about 10 years ago and occupies about 20% of this area, on its east side adjacent to Westfield Road.

A planning application (19/P/1610/FUL) was approved by North Somerset Council on the 27th August (further details can be found on their website).

I should be grateful if you would provide an overall quote for the entire project with separate pricing for each of the two elements below. If this is not possible please quote for the element that you are able to provide.

The two elements details of which are enclosed in this pack are;

- Banwell Parish Recreation Ground Upgrade Scope for play equipment and picnic tables with plan
- Banwell Parish Recreation Ground Upgrade Scope for toddler area perimeter fence and additional paths with plan

Contractors must ensure they have current full Public Liability and Employers Liability insurance for all work to be carried out; this should be for not less than £5 Million for each insurance policy. Proof of liability insurance is to be produced as part of the quote. Successful tenderer(s) will be required to provide Method Statements and Risk Assessments to cover the package of work and will be responsible for the health, safety and welfare of their workforce and others while on site. Details of the location and nature of any site welfare facilities should be included in your tender submission.

Tenders are to be returned in a plain securely sealed envelope marked Additional Play Equipment Tender to the Parish Clerk at the address above as sealed bids. They must be returned to the Parish Clerk no later than noon on **THURSDAY 17th OCTOBER 2019** for subsequent consideration by the Recreation Ground Trustees / Parish Council. The successful tenderer will be contacted within 2 days of the Council's decision and a formal order and contract for the work will be drawn up. However, tenderers may be contacted before a decision is made if further information is required to clarify the submission. Please provide two references for a similar type of project you have completed.

Please indicate the expected duration of the installation works you are tendering for together with the manufacturer's delivery time from the date of ordering the equipment.

The Council reserves the right to accept tenders in part or as a whole and may therefore appoint more than one contractor although its preference is to appoint a single contractor for all the required works. Please indicate if you intend to sub contract any element of the work to a separate company and if so please provide the name of your sub-contractor if this is known at the time of tendering. No sub-contractor is to be used on site unless proof of their Public Liability and Employers Liability insurance is also provided to the Council before they work on site.

The successful tenderer will be wholly liable for the completion of the work they have tendered for and for the quality of the work to be to the satisfaction of the Council.

In the event of any dispute between the Council and the Contractor(s) no payment will be made by the Council until the matter has been resolved.

If you have any questions regarding this package of work, please do not hesitate to contact the Clerk using the details given above. Should you wish to carry out a site visit please contact the Clerk beforehand.

Thank you in advance for your tender which we look forward to receiving..

Yours faithfully,

Liz Shayler

Liz Shayler (Mrs)
Parish Clerk and RFO – Banwell Parish Council