

**PRUDHOE TOWN COUNCIL**  
**GRASS CUTTING**  
**INVITATION TO TENDER 2023-20236**

Prudhoe Town Council is inviting tenders for grass cutting for the three-year period from 2023-2026. The specification is detailed below.

**SPECIFICATION**

The Town Council has responsibility for the following grassed areas which are the subject of this contract:

Schedule 6 – open grassed area that borders woodland and the west-bound carriageway of the B6395, opposite The Falcon, immediately after the bus shelter at Cottier Grange and up to Priestclose Cottages entrance. An area of wild flowers is being created one-metre from the woodland in this area also.

Schedule 7 – open grassed area with formal bedding display atop located off the B6395, Beech Grove South.

Schedule 8 – grass-cutting at the Western Gateway into the town. One area that borders the footpath adjacent to the west-bound carriageway of the B6395 and another on the turning off the A695 (travelling east) onto the B6395. An area for wild flowers is being created one-metre from the fence-line in this area also.

Schedule 9 – Station Roundabout and all grassed areas off Station Roundabout.

Schedule 10 – The Prudhoe Badger bankside.

Schedule 11 – open grassed area opposite Castle Lea on the west-bound carriageway of the A695, bordering woodland.

Schedule 12 – sloped grass verge that immediately borders the west-bound carriageway of the B6395 West Road, immediately after West Road Cemetery and up to Beech Grove South.

Schedule 13 – sloped grass verges on both sides of Station Road from Front Street to Station Roundabout.

Schedule 14 – Highfield Park on Highfield Lane. A large open field with cutting and strimming required.

The Council is the body responsible for the maintenance of these locations, save in respect of any statutory responsibility for grass cutting lying with Northumberland County Council as the Highway Authority.

The Council requires the Contractor to maintain the specified locations to the highest standards of presentation, cleanliness and tidiness.

All work will be carried out within the town of Prudhoe (NE42.)

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**All contractors are required to carry out an accompanied visit to all areas prior to submitting their tender. You are requested to submit your tender on Tender Document 2 as required, additional information may be presented if felt necessary.**

The successful company will be required to enter into a contract with Prudhoe Town Council and this will require the production of all relevant certification including a Risk Assessment of the work to be carried out and copies of Public and Employee Liability Insurance. You may wish to submit these documents with your tender.

**VALUE RANGE**

The contract is estimated to be valued from £25,000.

**PROCUREMENT TIMESCALES**

**Tenders must be received by Wednesday 1<sup>st</sup> February 2023 at 12 noon.**

Full details will be reviewed at the meeting of the Planning, Contract and Works Committee, being held on 9<sup>th</sup> February 2023. A decision will be made at this meeting and all parties will be contacted by Monday 13<sup>th</sup> February with the outcome of the procurement process.

Persons or organisations submitting a tender are advised that the canvassing of Councillors or staff either directly or indirectly shall disqualify them from the tendering process. You are also advised that information supplied in this document may be disclosable under the Freedom of Information Act 2000.

**CLOSING DATE FOR TENDER RETURN**

All tenders must be received by **12 noon on Wednesday 1<sup>st</sup> February 2023** and should be marked **‘Private & Confidential’** and be delivered in a sealed envelope to:

Shirley Ann Gaut  
Town Clerk  
Prudhoe Town Council  
The Spetchells Centre  
58 Front Street  
Prudhoe  
Northumberland  
NE42 5AA

If you would prefer to submit tenders electronically, please ensure these are saved in PDF format and emailed to [clerk@prudhoetowncouncil.gov.uk](mailto:clerk@prudhoetowncouncil.gov.uk). Word documents that you can complete electronically can be provided.