

**INVITATION TO TENDER FOR A JACOBSEN FAIRWAY 305 MOWER**

Chippenham Town Council invites companies to supply competitive quotes for the supply of the following:

**JACOBSEN FAIRWAY 305 MOWER**

Specification

As per standard manufacturers guide inclusive but also to include:

* **5 GRASS CLIPPING COLLECTION BOXES**
* **DELIVERY**

The Council would be interested in receiving quotations to outright purchase the above vehicle.

For further details interested parties should contact either:

Paul Harvey

Head of Leisure Services

07525 279743

Email: [pharvey@chippenham.gov.uk](mailto:pharvey@chippenham.gov.uk)

Or

Joe Harvey

Head Groundsman

07597 505535

Email: [jharvey@chippenham.gov.uk](mailto:jharvey@chippenham.gov.uk)

Chippenham Town Council

Town Hall

High Street

Chippenham

Wiltshire

SN15 3ER

Tel: 01249: 446699

Email: enquiries@chippenham.gov.uk

Terms and Conditions:

# All prices tendered are to be net of VAT which are to be added by the successful tenderer at invoice stage.

1. A Chippenham Town Council Purchase Order will be issued to the successful tenderer as confirmation of the works order and as soon as is practically possible after Council approve the order.
2. The Council includes the products and services it procures in its carbon footprint to measure and take responsibility for its impacts on the climate and biodiversity. Only Tenders that fill out the Environmental Scoping assessment will be considered.
3. Reservation: The Town Council reserves the right to not accept the lowest, or any Tender.

**Tenders must be provided on the attached form and returned in an envelope Addressed to Chippenham Town Council CEO, The Town Hall, High Street, Chippenham, Wiltshire, SN153ER, and Marked:**

**JACOBSEN FAIRWAY 305 MOWER**

1. Failure to do this will lead to disqualification from the quotation process.

**TENDER FORMS MUST BE RETURNED BY: 12 Noon Friday 28th April 2023.**

**JACOBSEN FAIRWAY 305 MOWER**

**TENDER QUOTATION FORM**

##### **5 Year Manufacturers Service Requirement Details and Forecasted Costs**

|  |  |  |
| --- | --- | --- |
|  | **SERVICE FREQUENCY** | **ESTIMATED COST** |
| **2023** |  |  |
| **2024** |  |  |
| **2025** |  |  |
| **2026** |  |  |
| **2027** |  |  |

**GUARANTEE DETAILS:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Total Price £\_\_\_\_\_\_\_\_\_\_\_\_ex vat**

**Less Discount if Applicable £\_\_\_\_\_\_\_\_\_\_\_\_ex vat**

**Net Price £\_\_\_\_\_\_\_\_\_\_\_\_ex vat**

**Plus Delivery if Applicable £\_\_\_\_\_\_\_\_\_\_\_\_ex vat**

**Total Cost Payable £\_\_\_\_\_\_\_\_\_\_\_\_ex vat**

**Estimated timescale for delivery ­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

#### COMPANY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**POSTCODE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TEL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**FAX: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**EMAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ENVIRONMENTAL SCOPING ASSESSMENT**

Chippenham Town Council has declared a Climate and Ecological emergency and is committed to becoming a net zero carbon organization by 2030. As part of this we include the products and services we procure in our carbon footprint in order to measure and take responsibility for our impacts on the climate and biodiversity. Therefore the Council aims to work with suppliers that are taking action and have plans in place to reduce their emissions and environmental impact. The environmental credentials of companies will affect our decision regarding procurement.

1. In the last three years, have you been taken to court for not complying with environmental legislation requirements? If ‘yes’, please provide details and what steps your organisation has taken as a result?
2. Do you have a responsible person nominated for environmental/ sustainability issues? If ‘yes’ please give their name and job title.
3. Do you have an environmental or sustainability policy? If yes, please supply us with a copy. If no, do you have any current environmental objectives or initiatives you can tell us about?
4. Do you acknowledge and assess any of the environmental impacts of your activities? This could include the use of resources such as water, single use plastics and other unsustainable materials, packaging and waste, pollution and harmful chemicals. If so, please give details.
5. Do you acknowledge and measure your Greenhouse Gas emissions? If so, please provide us with a copy of your carbon footprint. If no, do you have a ‘green’ or renewable energy tariff for your business? Are any of your company vehicles low emission and if so, what proportion?
6. Do you have a commitment to becoming net carbon zero and if so, when?
7. Do you have an action plan that outlines how you are minimising or will minimise your environmental impacts and reduce your emissions to net carbon zero? If so, please provide us with a copy. If no, do you assess your environmental performance against any targets or have any plans to reduce your impacts? This could include reducing travel emissions, offering repair and refurbishment schemes for products, use of recycled and sustainable materials, minimising waste, avoiding single use plastics and designing products that can be repaired and then recycled at their end of life.
8. Have you made public any of your environmental aims, performance and plans? If so, please provide details.
9. Do you offset any of your carbon emissions or environmental impacts? If so, please provide details.
10. Do you ask your suppliers to measure the carbon footprint and environmental impacts of their organisation or the services/products they provide to you?
11. How would you minimise the carbon footprint and environmental impacts of this service/product/project you are providing to us? Examples could include use of electric vehicles/machinery, sustainable materials, minimal waste and packaging.
12. Do you have any environmental accreditation such as an Environmental Management System (EMS) certified to ISO 14001, BS8555 or EMAS by a UKAS accredited certifying body? If ‘yes’, please enclose a copy of the certificate.

You should return this quotation form in an envelope Addressed to Chippenham Town Council CEO, The Town Hall, High Street, Chippenham, Wiltshire, SN153ER, and Marked: **JACOBSEN FAIRWAY 305 MOWER,**

**by noon Friday 28th April 2023.**

Failure to do this will lead to disqualification from the quotation process.

Please note the Town Council is not bound to accept the lowest or any quotation submitted.