



Main Tender Document

Tender Enquiry for design and construction of
part of the children's playground (Grace's Playground)
at Ilmington, Warwickshire

To be submitted no later than 5pm on Friday 10 March 2023.

Late submissions will be disregarded.

Employer's Representative and
Named Contact for the Project:

Ms Pauline Rigby

Clerk to Ilmington Parish Council

Tel: 01451 885189

Email: clerk@ilmington-pc.gov.uk

Change log: 17/02/23

(a) Tender prices to be held for 90 days

(b) Evaluation weighting of Phase 2 amended to 60:40.

Introduction

Ilmington Parish Council is responsible for the upkeep and maintenance of the equipment and facilities that comprise the children's playground known as Grace's Playground located at Mickleton Road, Ilmington, Shipston, CV36 4JQ.

The original play equipment was installed over 50 years ago and is now at the end of its working life. Substantial additional equipment was installed 15 years ago and due to its timber-in-ground construction also needs major maintenance or renewal.

Ilmington Parish Council (the Employer) wishes to procure the services of a suitable contractor to undertake the design, manufacture and construction necessary to replace the play equipment listed and described later in this document (the Works).

This document describes the Works and forms an invitation to tender.

The Employer envisages that for funding reasons the Works may be undertaken in two discrete phases. The construction and installation of Phase 1 shall be second quarter 2023 with completion prior to the end of June 23.

The Tenderer should visit the site and carry out such inspections and surveys as he considers necessary to fully understand the content of the Works, the site and its constraints, in order to facilitate comprehensive and accurate pricing. In particular, the Tenderer is advised that the site of the Works sits within a public recreation area and existing children's playground.

Access to the site of the Works is by way of a vehicular gate off Mickleton Road, then across a grassed area to the site. An external tap and public toilet located at the Pavilion building about 100m away is normally available.

The project may be partly funded by way of grants from various public and private bodies. The appointed contractor will be required to cooperate with the Employer in regard to the provision of reasonable information relating to the Works and access thereto.



Tender

1. Parties

The Employer is Ilmington Parish Council.

2. Contract

Any Agreement to undertake the Works shall incorporate the duties and responsibilities of the Employer and Contractor as set out below.

The Employer shall:

- Comment on the Contractor's design proposals in relation to the Employer's Requirements in a timely manner to facilitate manufacture and installation. Reasonable periods shall be allowed for such commentary and approval.
- Allow access onto the site for the Contractor to carry out the Works.
- Provide water for the works at a single external tap free of charge, such provision not to be abused and to be within the supply limits. NB the available supply is some distance from the site of the Works.
- Pay the agreed sums at completion of each phase, provided the Works are to the reasonable satisfaction of the Employer.

The Contractor shall:

- Design the Works to comply with the Employer's Requirements, relevant British Standards and Codes of Practice together with all applicable legislation.
- Provide detailed design proposals containing drawings and specifications for comment by the Employer.
- Provide all labour, plant, materials and services to complete the Works including fencing to secure and control access onto the site.
- Ensure that construction is controlled so that it proceeds in a safe manner at all times and in accordance with Health and Safety legislation.
- Provide appropriate welfare facilities if required by legislation.
- Proceed regularly and diligently with the Works to secure completion by the dates agreed with the Employer.
- Execute the works to a good standard of workmanship, in accordance with good practice and in compliance with the Specification.
- At completion of each phase, clear the site of all plant, temporary facilities and surplus materials, reinstate any damaged areas to their previous condition.
- Maintain all appropriate insurances including Contractors' All Risks, Public and Product Liability of no less than £5 Million and Employers Liability Insurance of no less than £5 Million. Provide evidence of same on request.
- Provide one set of detailed working drawings and a maintenance manual setting out recommendations for routine maintenance in PDF format and one paper copy of same.
- Make application for payment at the completion of each Phase of the Works.

- In the event that the project is notifiable under the Construction (Design and Management) Regulations 2015, undertake the duties and responsibilities of Designer and Contractor as required by these Regulations.
- Cooperate with the Employer in regard to compliance with the reasonable requirements of other funders.

3. Employer's Requirements

The Tenderer shall use his expertise and experience as a designer and installer of playground equipment to propose cost effective solutions to replacing or restoring the functionality of the equipment/ apparatus listed and shown below.

The proposals should include the provision of an appropriate construction and surface to the ground area (landing/ launching) beneath and surrounding the item concerned to the extent recommended by the relevant British Standard. The proposals should provide a robust solution with a minimum period of 10 years from completion to first maintenance. If timber is proposed as a structure, the proposals should demonstrate how longevity in duty can be achieved and support at ground level shall be via stainless steel shoes or similar.

3.1. PHASE 1:

- (i) New basket swing



Scope of Work

- Dismantle existing, remove existing landing surface, reduce legs and foundations to minimum 300mm below ground level and dispose of all redundant materials off site.
- Prepare and level surface to receive new equipment, construct new foundations, install new structure and swing, lay new landing area.
- Test and certify as required.

(ii) New junior swings (2No flat seats); and



Scope of Work

- Dismantle existing, remove existing surface, reduce legs and foundations to minimum 300mm below ground level, dispose of all redundant materials off site.
- Prepare and level surface to receive new equipment, construct new foundations, install new structure and swing, lay new landing area.
- Test and certify as required

(iii) Provision of new wearing surface around the Supernova unit.



Scope of Work

- Retain existing Supernova.
- Remove existing wearing surface, excavate to reduce levels, construct foundation for new surface, lay new “wet-pour” surface.
- Dispose of all redundant materials off site.

3.2. PHASE 2:

(iv) Repair or replacement of the toddler multi-play unit (surface grass matting),

This unit has been taken out of use due to concerns about the structural performance of the supporting posts arising from deterioration of the timber. Tenderers are invited to survey the equipment to determine the feasibility of a repair solution and to propose this as an economic alternative to a new installation if possible.



Scope of Work for Repair of existing structure

- Progressively remove existing timber supports and foundations. Replace with new, set into stainless steel shoes cast into new concrete foundations.
- Refurbish/replace other elements showing distress or unacceptable wear
- Dispose of all redundant materials off site.

Scope of Work for new Installation

- Dismantle existing, remove existing landing surface, reduce legs and foundations to minimum 300mm below finished ground level and dispose of all redundant materials off site.
- Prepare and level surface to receive new equipment, construct new foundations, install new structure and swing, lay new landing area.
- Test and certify as required.

(v) Embankment slide.

The Employer encourages Tenderers to make innovative proposals of how best to adapt the existing earth mound to form the base of a new embankment slide or similar and perhaps use landscaping to create additional play opportunities and value. The finished surface of the profiled bund must be capable of withstanding erosion from the wear and tear of normal play activity.

The Employer considers it is highly unlikely that any economic solution for the slide will contemplate removal of the earth mound as disposal will have to be off site. If the earth mound is not retained in the proposed design of the slide then the tender must include all necessary costs to remove and dispose of this material off site.



Scope of Work

- Dismantle existing slide, reduce legs and foundations to minimum 300mm below finished ground level and dispose of all redundant materials off site.
- Prepare and grade surface to receive new installation, construct new foundations, install new slide, construct new landing area, apply wearing protection material to surface of mound.
- Test and certify as required.

3.3. **General:**

Post-installation inspection: Please allow for a RoSPA post-installation inspection following the completion of each phase of the project.

Completion and defects: The whole of each Phase of the Work shall be completed to the entire satisfaction of the Employer and the defects correction period shall be 12 Months from the Completion date (as signed off by the Employer's Representative).

Reinstatement: On completion of the project, any area that has been damaged during the installation such as the turf, fencing and existing play equipment must be returned to the original condition at the contractor's expense. Reinstatement of any damaged turf can be seed including the access to the site.

4. Programme

The Employer envisages the following schedule:

Action	Date
Issue Tender document	20 January 2023
Site meetings	w/c 30 January 2023
Tender submissions due	5pm Friday 10 March 2023
Appointment of Contractor	16 March 2023
Target date commence on site (Phase 1)	12 June 2023
Target date completion (Phase 1)	30 June 2023
Confirmation of Phase 2	8 January 2024
Target date commence on site (Phase 2)	8 April 2024
Target date completion (Phase 2)	26 April 2024

5. Constraints

The Tenderer should allow for the following constraints in his pricing:

- The site is in a children's playground. It shall be left secure at the end of each working period.
- All work shall be undertaken Monday to Friday.
- Deliveries shall be made off Mickleton Road through the gate adjoining the site.
- No vehicles shall be parked on Mickleton Road.

6. Specification

- The Works shall be designed and constructed in accordance with relevant British Standards and Codes of Practice, in particular the current editions of BS EN1176/1177 (including any new revisions).
- Play surfaces shall be permeable and drain to below.
- Specific manufacturers' instructions/ recommendations for the use, application or installation of their manufactures shall be followed.
- The Works shall be designed and constructed to provide a minimum of ten years to first maintenance.

7. Pricing

All pricing should be exclusive of VAT and remain valid for **90 days** from the latest tender return due date.

Prices shall be fixed and firm for the duration of the contract.

Following the receipt of tenders and a preferred contractor being awarded the project any changes made to the final pricing as variations or revisions, will fall within the permissible range. (Reg 72 Public Procurement Regulations 2015).

7. Tender Evaluation

In evaluating the tenders, the Employer is seeking the Most Economically Advantageous Tender. Phase 1 and Phase 2 will be evaluated independently of each other. The Employer reserves the right to accept the whole or any part of any Tender submitted, and is not bound to accept this or any Tender.

Tenders shall be evaluated according to the prescribed weighting below:

Phase One		Phase Two	
Criteria	Weighting	Criteria	Weighting
Price	80%	Price	60%
Quality	20%	Quality	40%

8. Contract Conditions

The successful contractor will enter into a contract by way of a Letter of Instruction from Ilmington Parish Council.

The successful contractor must provide evidence of Public and Product Liability Insurance of no less than £5 Million and Employers Liability Insurance of no less than £5 Million to the council within the tender response.

Confirmation of work hours, storage of materials, access, location of skips and a final Programme of Works and RAMS will need to be finalised and provided to the council before work begins, most likely at the “Pre-Start” meeting.

9. Payment

Payment for each phase shall be made within 30 days of receipt of an appropriate application subject to the Works having been completed to the reasonable satisfaction of the Employer.

10. Tender Deliverables

The Tenderer shall provide a comprehensive description of his proposals for the Works including sketch details and illustrative photos of the equipment proposed, together with a priced and signed copy of this document.

Visuals are to include:

- 1 x 3D visual (to scale)
- 1 x CAD of the design

Note: Visuals must not include children or adults or show duplicate equipment.

These should be e-mailed to the Parish Clerk, Ilmington Parish Council at: clerk@ilmington-pc.gov.uk no later than

close of business 5pm on Friday, 10 March 2023

Items sent should be clearly marked “Tender response: Grace’s Playground”.

Please contact the Clerk for the postal address.

11. Offer

11.1 We hereby offer to undertake the Phase 1 Works described above for the

Total Sum excluding VAT of: £.....

made up as follows:

Basket Swing £.....

Junior Swings £.....

New surface to Supernova £.....

RoSPA post-installation inspection £.....

11.2 We hereby offer to undertake the Phase 2 Works described above for the

Total Sum excluding VAT of: £.....

made up as follows:

New Toddler Multi-Play Unit £.....

Embankment Slide £.....

RoSPA post-installation inspection £.....

11.3. We hereby offer to repair and refurbish the Toddler Multi-play unit described

above for the Sum, NOT including VAT of: £.....

and hereby agree, if requested by the Employer, to the substitution of this figure for that shown above in 11.2 for the New Toddler Multi-play Unit within the Phase 2 total.

10.4 We confirm that:

☐ This offer remains open for acceptance for a minimum period of 90 days after the latest date for the submission of tenders.

☐ We understand and acknowledge that our offers for Phase 1 and Phase 2 Works are independent of each other and that acceptance by the Employer of our offer and instruction to proceed with Phase 1 does not commit them to proceeding with us for Phase 2 until we receive a letter of instruction to do so.

☐ We understand that the Employer has the right to refuse any or all submissions without tenderers being able to claim any compensation. All costs associated with the tender process and response is the responsibility of the suppliers that have been invited to participate.

☐ We understand that Ilmington Parish Council is not bound to accept this or any other tender.

Signed:

Name:

Position:

For and on behalf of,

Company:

Address:

Contact email:

Contact phone:

Date:

VAT registered? YES / NO