



SOUTHWATER PARISH COUNCIL

Beeson House, 26 Lintot Square,
Fairbank Road, Southwater,
West Sussex RH13 9LA

3rd December 2022

Invitation to Tender for Tree Work required

You are invited to tender for the provision of the above to the specification outlined in the attached documents as follows.

Document 1	Invite to tender for Tree Works for SPC
Document 2	Tree Works Schedule
Document 3	Maps 1-6 detailing positions of Trees
Document 4	Reference for mapped out Tree Works
Document 5	Copy of TPO Application
Document 6	Instructions and information on quoting for this work with SPC
Document 7	Specification of the Requirements
Document 8	Terms and Conditions

Please read the instructions on tendering carefully. Failure to comply with them may invalidate your tender. The tender (electronic copy) must be received by the Executive Officer, to enquiry@southwater-pc.gov.uk no later than 23.59 hrs **Tuesday 11th January 2022**. Late submission will not be considered as these will form part of the papers sent to all Councillors for the meeting of the Full Parish Council on the 19th of January 2022 to decide on the contractor who will be awarded the work.

It is important that you provide the Council with copies of your Method Statement, Risk Assessments for this work together with a copy of your Public Liability Insurance Cover for the sum of £10million.

Please note that a Tree Preservation Order has been applied for the trees with a TPO and is attached. However, it will be down to you as the contractor to liaise with Horsham District Council on any matter pertaining to the TPO or any further cost regarding the TPO's applied for and to keep the Parish Council updated on this matter. The documentation for this will need to be submitted to the Parish Council on completion of the works.

Please contact me if you have any questions about quoting for this work, or the enclosed documents in order that the Council may provide you with further information or clarification of the Council's requirements.

We look forward to receiving your response.

Yours faithfully,

A handwritten signature in black ink, consisting of the letters 'DS' in a stylized, cursive font.

Dawn Spouge

Executive Officer to the Council

Attachments - 8