

CAMPBELL PARK PARISH COUNCIL

DOG BIN & LITTER BIN WASTE

COLLECTION

2019 - 2022

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INSTRUCTIONS FOR TENDERING

1 INTRODUCTION

- 1.1 This booklet forms part of the Tender Documents as referred to in Standard Form of Specification for Term Contract Dog bin and Litter bin waste collection,
- 1.2 The tenderer shall study all the tender documents and he shall satisfy himself that he fully understands the Employers requirements (and the areas referred to) before the tenderer completes the Bill of Quantities and Form of Tender.

2 PROVISION OF DOCUMENTS

- 2.1 The tenderer shall be supplied with the tender documentation in electronic format.
- 2.2 The bill of Quantities should be completed, printed and submitted to:

The Proper Officer
Campbell Park Parish Council
1 Pencarrow Place
Milton Keynes
MK6 2AS

3 COMPLETION OF TENDER

- 3.1 The tenderer should complete the Bill of Quantities and Form of Tender provided, unit rates and prices shall be quoted in the Contract Bills as pounds and decimal fractions of a pound.
- 3.2 No unauthorised alterations or additions should be made to any of the Tender Documents, if any such alteration is made or if these instructions are not fully complied with the tender may be rejected.

4 DATE OF RETURN

- 4.1 No tender shall be accepted unless it is received in a return envelope addressed to Campbell Park Parish Council. The envelope shall not bear any name or mark indicating the sender and shall be received in the Parish Council offices by not later than **12.00 noon on Friday 31st May 2019.**

5 ACCEPTANCE OF TENDER

- 5.1 The Employer does not bind himself to accept the lowest or any tender.

6 TENDERER'S EXPENSES

- 6.1 The Employer shall not be held responsible for, or pay for, expenses or losses which may be incurred by the tenderer in the preparation of his tender.

7 ADDITIONS TO THE TENDER

- 7.1 Should any additions, amendments or alterations to the Tender Documentation as issued to the tenderer be deemed to be necessary prior to the date of the submission of his tender those additions, amendments or alterations shall be issued to the tenderer in the form of a Supplementary Schedule and shall form part of the Tender Documentation.

CONTRACT SCHEDULE

Contract number:	CPDLW2019
Contract title:	Campbell Park Parish Council Dog Bin and Litter Bin Waste Collection
Contract period:	1 st November 2019 to 31 st October 2022 The contract may be extended for a further year at the discretion of CPPC.
Contract Conditions and specifications:	Conditions of Contract and Specifications for Dog and Litter Bin Waste Collection by Term Contract
Contract drawings:	Sheet 1: Oldbrook Sheet 2: Fishermead Sheet 3: Springfield and Woolstone Sheet 4: Willen

Specification of the works cleansing – Dog Bin and litter bin Waste collection

General Specification

1. Contractors should empty the bins on the Monday for a single weekly collection, and Monday and Friday for twice weekly collections.
2. When bin collections fall on a bank holiday the collection shall be on the Tuesday following the Monday Bank Holiday or the Thursday prior to the Friday Bank Holiday
3. Collection for Oldbrook Green to be completed by 14.00 on relevant days
4. Contract drawings shall be provided by Campbell Park Parish Council stating the day/timing of the operation to take place.
5. All Litter and organic material shall be removed from site and disposed of at a licensed waste site.
6. All litter and organic material within a 1.5-meter radius of the bin shall be collected and be recorded as being part of the bins content.
7. When replacing the bin liner, Contractors should use a different coloured liner to indicate that the bin has been emptied, alternating in colour each time.
8. The Contractor shall be responsible for the disposal of all arisings from the work at their own expense.
9. Refuse bins, including dog waste bins indicated on the contract drawings shall be washed out and disinfected on a monthly basis between the months March to October.
10. Campbell Park Parish Council shall supply dog waste bags for Oldbrook Green dispensers. **Each dispenser to have one pack of 50 bags** installed by the contractor, once per week.
11. The volume, i.e., (25%, 50%, 75%, Full) of each bin to be recorded at each collection and copies supplied to the Environment Officer on a monthly basis.
12. The Contractor shall report weekly in retrospect to the Environment Officer following the completion of the works any defects on the bins or posts.
13. Any damage caused by vandalism or is hazardous to the public shall be reported to the Environment Officer immediately.
14. The Contractor shall ensure the any label or number on the bins are in good condition, reporting any defects to CPPC on a weekly basis.
15. The Contractor may not drive vehicles on any grass areas to access the bins.
16. Campbell Park Parish Council will give one months' notice of additional bin installation.
17. During the Contract the Contractor shall comply in every aspect with the statutory requirements relating to Health Safety & Welfare.

Provision of Tip

The Contractors attention is drawn to the Controlled Waste (Regulation of Carriers and the Seizure of Vehicles) Regulations 1991 introduced under the Control of Pollution (Amendment) ACT 1989.

Controlled waste is defined in those regulations as "Household industrial or commercial waste, or any such waste. Under the Regulations it shall be an offence for the Contractor to carry controlled waste to the tip unless the contractor is registered by the waste regulating authority.

Copies of the Waste Transfer Notice shall be supplied to Campbell Park Parish Council on a monthly basis.

The Contractor shall be responsible for the provision of an authorised tipping facility and for ensuring that all debris from the works is removed thereto. Such a facility shall be off site and no unauthorised tipping shall be carried out by the Contractor within the Contract area or in any other place.

Charges

All Charges, fees, transport and other expenses in connection with the tipping shall be borne by the Contractor

Oldbrook

Contract Drawings Sheet 1

ParishOnline



11 dog bins to be emptied once per week

6 litter bins on Oldbrook Green to be emptied twice per week, Monday and Friday before 14.00

7th Litter Bin is serviced by Milton Keynes Council situated in the playpark, is not to be included in the contract.

FISHERMEAD

CONTRACT DRAWINGS

SHEET 2



Fishermead

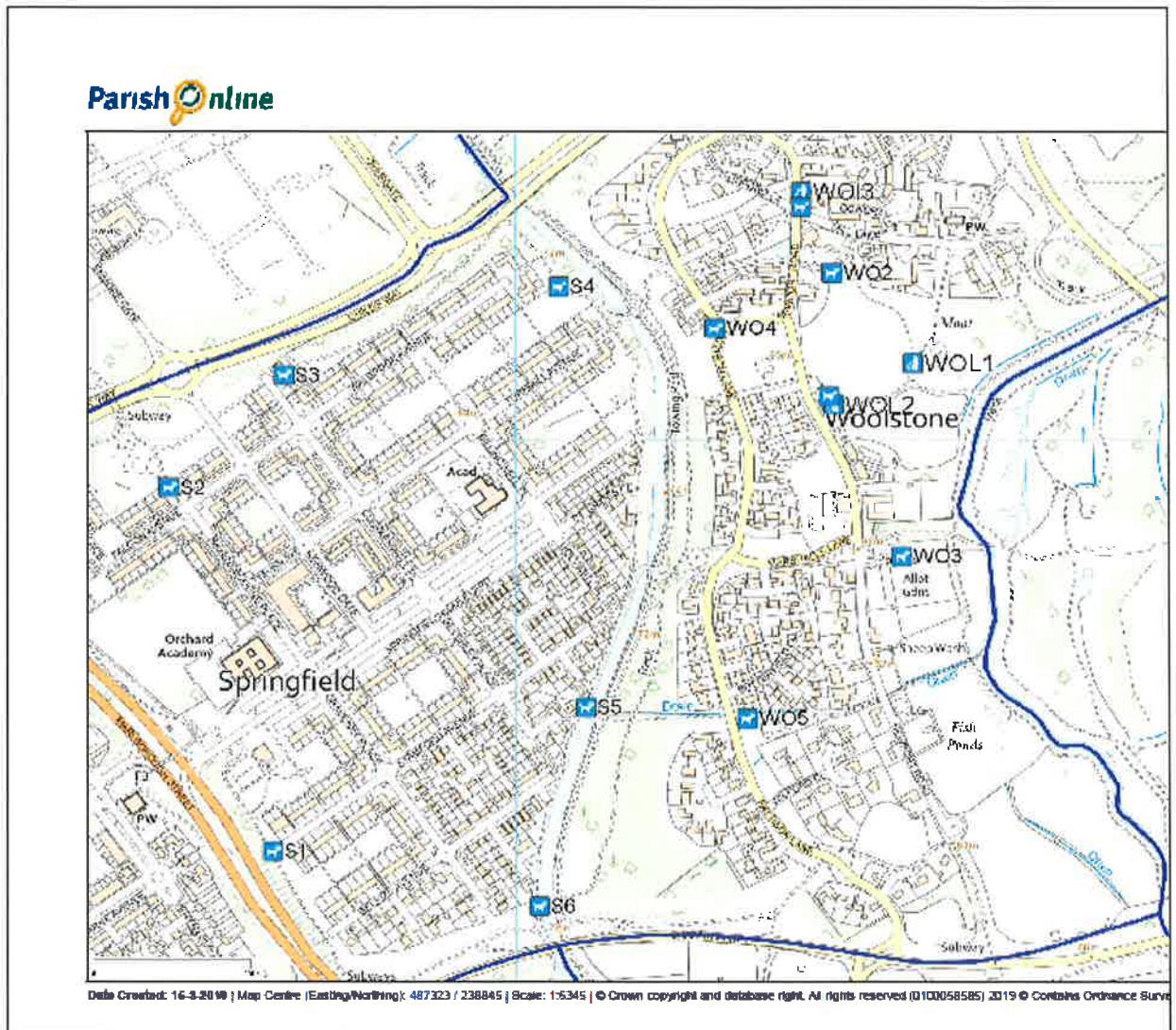
5 dog bins emptied once per week , Mondays

5 Litter bins emptied once per week, Mondays - 4 on Kernow Crescent Play area

Springfield & Woolstone

Contract Drawings

Sheet 3



Springfield

6 dog bins emptied once per week Mondays

Woolstone

6 dog bins emptied once per week Mondays

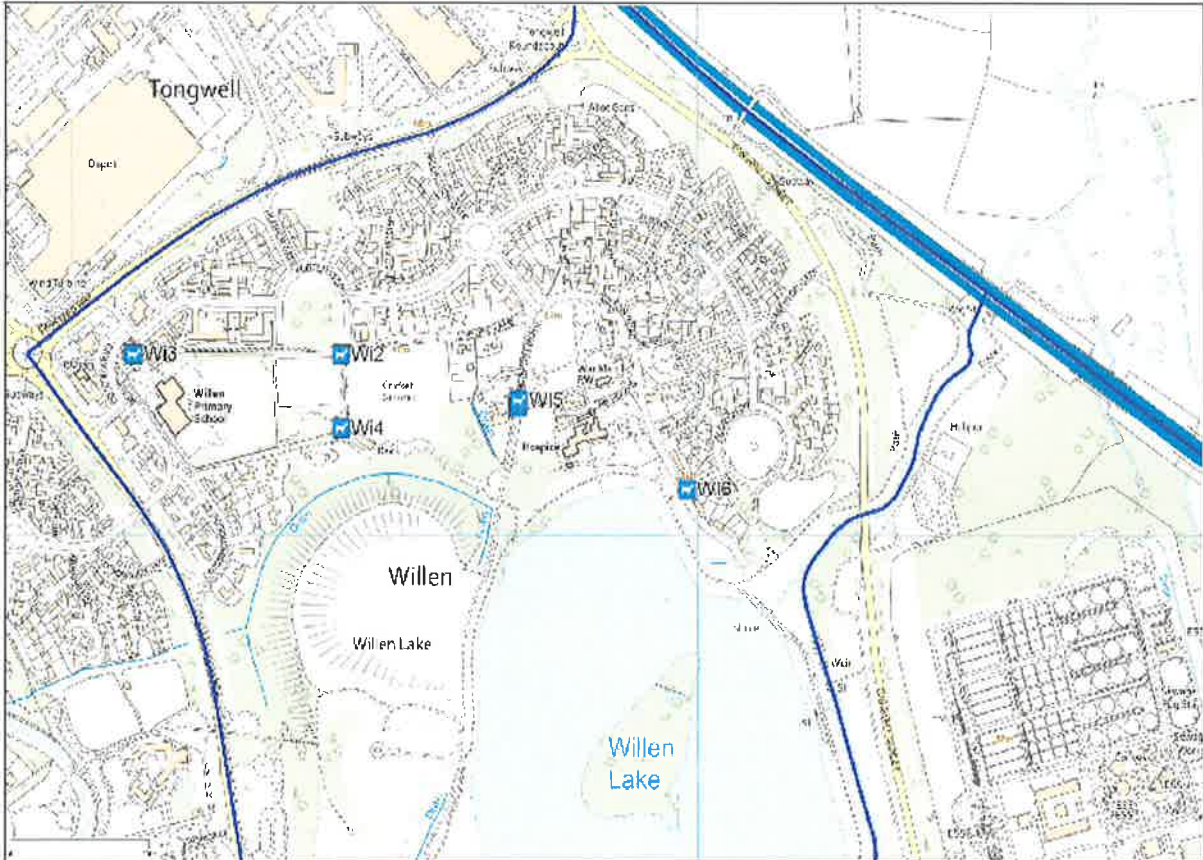
3 litter bins emptied once per week Mondays

Willen

Contract Drawings
Sheet 4

ParishOnline

Campbell Park CP



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Willen

6 Dog Bins emptied once per week Mondays

Appendix

Campbell Park Parish Council, may add dog bins or Litter bins, any additional bin will be charged Pro Rata, based on the relevant price per bin charge, as specified in the bill of quantities.