NANTWICH TOWN COUNCIL INVITATION TO TENDER

Provision of Summer and Autumn Floral Displays (2026–2028)

# Introduction

Nantwich Town Council invites tenders for the supply, installation, maintenance, and removal of floral displays in the town centre for a three-year contract term, covering summer and autumn planting seasons from Spring 2026 to Autumn 2028, inclusive.

This contract is a key part of the Council’s strategy to maintain and enhance the visual appeal, environmental sustainability, and vibrancy of Nantwich. Floral displays play a vital role in supporting the town’s identity, business community, and visitor economy.

# Contract Overview

Contract Duration: 3 years (2026–2028) Estimated Start Date: May 2026

Location: Various designated locations across Nantwich town centre (see attached planter schedule)

Tender Reference: NTC/FLORAL/2026-2028

# Description of Requirements

* 1. Summer Planting:
     + Supply and planting of summer bedding plants in hanging baskets, tiered planters, railing-mounted planters, free-standing planters, seat planters, and hay baskets
     + Installation by end of May annually
     + Watering three times weekly (Mon/Wed/Fri), May–September
     + Removal of spring bedding, compost replacement, and full replanting
     + Take-down and safe storage post-season
     + Annual planting themes in consultation with Council
  2. Autumn Planting:
     + Supply and planting of autumn bedding and spring bulbs in all planters
     + Installation by early October
     + Removal of summer bedding and compost top-up

# Environmental and Biodiversity Considerations

Tenderers must demonstrate:

* Use of peat-free compost
* Inclusion of pollinator-friendly species
* Reuse or composting of end-of-season plant material
* Use of harvested rainwater (desirable)
* Reduction of single-use plastics and non-recyclables

# Health and Safety, Insurance and Licensing

* Public Liability Insurance (min. £5 million)
* Competent operatives for working at height and plant handling
* Required method statements and risk assessments
* Compliance with Health and Safety regulations

# Budget and Cost Considerations

* Current annual contract exceeds £56,000
* Submit full breakdown of annual and unit costs
* Clearly outline any proposed inflation-linked increases

# Evaluation Criteria

Tenders will be evaluated on the following weighted criteria:

|  |  |
| --- | --- |
| **Criteria** | **Weighting** |
| Quality of planting and design | 30% |
| Environmental and biodiversity plan | 25% |
| Value for money | 20% |
| Operational capacity and delivery | 15% |
| Relevant experience | 10% |

# Submission Details

Tenders must be submitted in writing (email or hard copy) to:

Samantha Roberts Town Clerk

Nantwich Town Council Civic Hall, Market Street Nantwich, CW5 5DG

[samantha.roberts@nantwichtowncouncil.gov.uk](mailto:samantha.roberts@nantwichtowncouncil.gov.uk)

Deadline for receipt of tenders: 12 November 2025

Submissions received after this deadline may not be considered.

# Supporting Documents

The following documents are provided as part of this tender:

* Schedule of Locations and Planter Types (attached Excel file)
* Site maps and previous planting photographs (available on request)

# Clarifications

Clarifications or site visit requests must be made via email no later than [insert clarification deadline].

# Award and Contracting

The successful contractor will be notified in writing by 22 December 2025.

Nantwich Town Council reserves the right not to award the contract or to award part only of the requirements.