



Tender for the procurement of a Playground upgrade at Millwards Park for Hatfield Town Council

Introduction:

Hatfield Town Council is seeking tender submissions / quotations from suitably qualified and insured contractors / manufacturers to install new play equipment at Millwards Park.

It is a busy playground and open space with many residents using the area weekly and / or more frequently. Our existing playground, although well used, is now becoming tired and dated and we seek designs that will modernise and improve our recreational offer to our residents.

Furthermore, the playground gets use by multiple ages and abilities. We welcome an inclusive consideration to the design.

Experienced play area installers are invited to tender for the contract. It is anticipated that construction will be carried out during the Spring/Summer of 2024. The exact timescale will be agreed between the Council and the preferred contractor following award of the contract.

All prices are to be net – excluding VAT.

Project Information:

Name of Project: Millwards Park Upgrade for Hatfield Town Council

Project Budget: Up to £55,000 + VAT

Location: Millwards Park, Hatfield AL10 8UP

Point of Contact: Alastair Ogilvie - 07891 830 839 or Jane Anderson - 07586 488 597.

A site visit is advised to assess the site, ensure detailed measurements are attained. This will be by appointment and to be arranged with Jane Anderson. No responsibility will be accepted by the Council for any inaccuracies in measurements.

The Contractor should submit copies of all designs and drawings with design information specific to this project in hard copy by 31st March 2024. Please also provide a PDF electronic copy of your design and quotation to jane.anderson@hatfield-herts.gov.uk. A copy of all technical information relating to the materials proposed as well as maintenance instructions and guarantees should also be provided.

The Contractor should also submit the following documents to be considered:

- Fully costed quotation
- Design and full layout (to scale)
- A copy of your certificate of public liability insurance
- A copy of your company's Health and Safety Policy
- A copy of your company's Association of Play Industries certification (contractors must be API registered to be considered)
- At least one copy of a certificate for a recognised Health and Safety Scheme (i.e. CHAS, Constructionline etc)
- A copy of your BSEN1176 Certification for all equipment and a copy of your EN15312 Certification for your Multi Use Games Area
- A copy of you BSEN1177 Certification for all surfacing
- A copy of your product Guarantees

Following award:

- A full set of RAMS for the project
- A full estimated Project Plan (including timelines for procurement)

The Council does not bind itself to accept any tender. The Council reserves the right to delete any items from the tender should the tender exceed the budget. No payment will be made in respect of any expenses incurred by the tenderers in submitting a tender.

Submissions should be sent to:

Alastair Ogilvie – Head of Estates

Hatfield Town Council

Birchwood Leisure Centre, Longmead. Hatfield AL10 0AN

DEADLINE: 31st March 2024

Queries and Timescales:

Contractors are encouraged to ensure they have all the information they deem necessary to compile and submit a clear, concise, comprehensive, and detailed bid. All requests for clarification or further information should be emailed to jane.anderson@hatfield-herts.gov.uk.

PLAYGROUND TENDER 2023

Stage Date(s)/Times

Issue of Invitation to Tender -1st March 2024

Deadline for Questions – 22nd March 2024

Tender Submission Deadline -31st March 2024

Evaluation of Tenders – 2nd April – 5th April 2024

Anticipated Award Date – 15th April 2024

Tender Timetable – the Council reserves the right to amend at its discretion.

Evaluation and Award Criteria:

Tenderers shall provide all the information requested in the tender pack.

It is essential that responses are made to all the requirements listed within this document.

Unclear tenders may be discounted in evaluation. The Town Council reserves the right to seek clarification on any queries that are unclear.

The Council's decision is final and will reflect the offer that most meets all the specifications.

Site Information:

Access:

Vehicular access is available from Millwards and there is a gated entrance onto the field. Any damage incurred should be made good by the contractor at their own expense.

Amenities:

The contractor has no access toilet facilities (due to continuous public use) or access to water or electricity. The contractor will be responsible for providing welfare facilities for employees whilst on site and arranging all requirements for water and electricity to carry out the works.

Disposal of waste:

The Contractor must hold relevant licences and strictly follow relevant Government regulation and guidelines for the disposal of waste from these works. They should ensure the costings for this are allowed for in their quotation.

Removing Rubbish etc. and Cleaning Works on Completion:

The Contractor should allow for removing all rubbish from site.

Working boundaries:

PLAYGROUND TENDER 2023

The park will be totally closed off during the works. Works shall be executed carefully to cause minimum nuisance and inconvenience to the public. The area of work will be fully fenced for both security and safety.

Health and Safety:

The Contractor shall comply with all current regulations regarding health and safety of their own work practices whilst on site.

Site Security:

The Contractor shall provide all temporary security fencing as necessary to ensure the works remain protected from unauthorised entry. A temporary storage building should be provided within the compound area. The site is to be always maintained in a secure and tidy state until completion at which time, all temporary fencing, building materials and equipment are to be removed and all works made good. The site is also to be left in a safe and tidy state at the end of each working day.

Design Brief

All equipment should, as far as possible, be of stainless-steel construction. A preference to stainless steel equipment will be shown. All equipment should be independently certified to the European Standard EN1176 and safety surfacing to EN1177. All structural stainless-steel should be guaranteed in excess of 20 years and safety surfacing for a minimum of 5 years.

A preference will be made to UK supplied and manufactured equipment.

Equipment within existing fenced area – using new bonded rubber mulch inc. new subbase 100mm

- Stainless Steel Toddler Unit.
- Stainless Steel Junior Unit.
- Stainless Steel Junior Swing Frame – Must have Basket or DDA Seat
- Stainless Steel Inclusive Roundabout (floor level/DDA)
- Inclusive Play Items.
- X2 Stainless Steel Bench

Additions

- Remove all existing playground equipment and safety surfacing – Excluding springer.
- Allowance for all site provisions to complete project
- Contractor is responsible for making good site from access gate as well as in the park.

Site Overview Plans:

