**WOKINGHAM TOWN COUNCIL HANGING BASKETS & PLANTERS CONTRACT 2023–2028**

**Specification and Conditions of Tender:**

Supply summer and winter plants for Wokingham town centre and maintain on a weekly basis as per:

On a rental basis:

* one hundred and one hanging baskets, each of twenty-inch diameter, on a rental basis

On a planting basis:

* seven window boxes, 1200mm x 200mm x 200mm, on wall by NatWest bank, Rose St
* six octagonal planters, 1200 mm wide x 750mm, located as:
* four at separate sites on Broad Street
* one on the traffic island at the confluence of Peach Street and London Road
* one at Woosehill Community Hall, RG41 3DA
* five 3-tier flower towers with base 800mm wide x 1700mm high, located as:
* two on public concourse, Wokingham railway station
* two in Howard Palmer Gardens
* one in Alexandra Court
* two planters, 1000mm x 300mm x 500mm, beneath mural on public concourse, Wokingham railway station
* one wooden planter, with three compartments, by the old library, Denmark Street:
* one main compartment, 600mm x 2350mm x 50mm, and
* two, 600mm x 700mm x 360mm, compartments
* one large window box, 1650mm x 230mm x 200mm on the traffic island at the confluence of Peach Street and London Road
* two Cordylines, each in small concrete hexagonal planters, 475mm x 360mm, by the Town Hall main entrance

**Floral displays:**

Summer displays:

* Colour scheme will be provided by WTC in March, as per the requirements of the Wokingham in Bloom entry to RHS Thames and Chilterns in Bloom.
* Displays to be filled with fresh compost and planted with a dense display of summer flowering plants.
* Displays to be installed from early June until late September/early October, depending upon prevailing weather conditions.

Winter/Spring displays:

* Late September/early October, compost to be refreshed, and displays are to be replaced with winter/spring hanging baskets.
* Displays to be planted with a dense display of winter flowering plants, shrubs, and ivies until late May/early June, depending upon prevailing weather conditions, when they will be removed.

**Weekly maintenance:**

Planting to be fully maintained on a weekly basis, including, although not limited to:

* watering
* feeding
* spray-cleaning
* pest and disease control
* picking over and deadheading
* free replacement of any plants dying prematurely or outgrowing their position in any display, however, excluding any plants stolen or vandalised

**Local Business Support:**

Direct liaison with local business, supplying them with matching baskets at a discounted rate. Including work to expand the scheme, encouraging businesses to join and request additional baskets. This is in support of WTC’s work with Wokingham in Bloom.

**Duration of Contract:**

This contract is to run for five years, from 1st June 2023 to 31st May 2028.

**The completed tender is to be delivered by noon on 21st December 2022 and marked for the attention of the Town Clerk.**

**Please mark the envelope in the bottom left-hand corner:**

**‘Do not open before noon Wednesday 21st December 2022’**