

STONE WITH BISHOPSTONE & HARTWELL PARISH COUNCIL

Your Council, Your Services, Your Parish



Invitation to Tender for Grounds Maintenance Contract

Stone with Bishopstone & Hartwell Parish Council is inviting contractors, companies or sole traders to tender for a four-year contract for the following task.

Grounds Maintenance within the

Parish of Stone with Bishopstone & Hartwell

Contract to commence on 1st April 2022 and end on 31st March 2026.

Tenders

The Parish Council is not obliged to accept the lowest or any tender.

Prospective contractors, companies or sole traders are prohibited from contacting councillors or staff to encourage or support their tender outside of the prescribed process.

Tenders are invited by 17.00 on Friday 24th September 2021, they will then be considered by the Chairman & Finance Lead who will make a recommendation.

The final decision will be undertaken at the Full Parish Council meeting on 4th October 2021. Contracts will be announced as soon as possible after this date.

Tender Return by email to clerk@sbhpc.org

Or by post to:

Parish Clerk
Jubilee Pavilion
Oxford Road
Stone
Aylesbury
Bucks
HP17 8PD

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General Requirements and further information

- All areas are open and accessible to view without prior permission.
- Evidence will need to be supplied of public liability and employers' liability insurance with a minimum of £5,000,000 cover for any one event.
- All maintenance and inspection operations and activities should be risk assessed with copies available from the contractor on request.
- All staff may be required to have a DBS check and must be adequately trained and equipped to NVQ Level 3 amenity horticulture standard as necessary, as well as in the safe use of pedestrian machinery such as strimmers, push mowers, hedge trimmers, hand blowers, power tools and ride on machinery.
- When spraying, appropriate signs must be displayed and remain in position for a suitable time. Weed spraying to be performed by appropriately qualified operative using MAFF approved chemicals and in accordance with Health & Safety procedures as specified by the Health & Safety Executive.
- All applicants will need to supply the names and contact details of two customers from whom references can be obtained.
- Flexibility for ad-hoc work should this be required. This would be paid on an hourly rate or a fixed price for the required task.
- No sub-contractor to be used without prior written consent from Stone with Bishopstone & Hartwell Parish Council.

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Name or Company, contractor or sole trader	
Address	
Contact phone number	
Email address	

Do you have public liability insurance?	Yes/No
Please submit a copy of your insurance with this tender	

Are you able to undertake ad-hoc work as and when required? For example, additional grass cuts where required?	Yes/No
If yes, would you like to be paid as an hourly rate or a one-off payment per job?	Hourly / Payment per task
If 'hourly rate', please state what this would be?	£

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Please briefly describe your experience and staff qualifications. (If applicable, include examples of previous similar contracts to support your application). Attach additional sheets, if necessary, to provide your information.

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Reference 1	
Address	
Contact phone number	
Email address	

Reference 2	
Address	
Contact phone number	
Email address	

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Please complete the sections that you wish to tender for.

War Memorial Recreation Ground - Annex A1	£
War Memorial Recreation Ground Playground - Annex A2	£
War Memorials (Stone & Bishopstone) - Annex A3	£
War Memorial Recreation Ground Football Field - Annex A4	£
Stone Village Pond – Annex A5	£
Eythrope Road Cemetery – Annex A6	£
St John's Children's Play Area – Annex A7	£
St John's Sports Field – Annex A8	£
St John's Field – Annex A9	£
Whitechurch Close – Annex A10	£
St John's Hospital Burial Ground – Annex A11	£
General Parish Maintenance – Annex A12	£