



Exelby, Leeming and Londonderry Parish Council

Invitation to Tender: Grass Cutting Contract 2024-2026

Tenders are invited for the provision of grass cutting services within the area managed by or belonging to the Parish Council.

Contract Term

The initial contract is for a 1 year period, running from 1st 2024 to 28th February 2025. There will be an annual review to extend the contract until March 2026 should all parties be in agreement. This will be a fixed price contract.

Submission of Tender

Tender documents should be submitted in a sealed envelope, clearly marked "GRASS CUTTING TENDER" and must be received no later than noon on 1st February 2024

They should be sent to the Clerk to the Parish Council:

Mrs S Nicholson
18 Wycar
Bedale
North Yorkshire
DL8 1EP

Tender documents should consist of:

- Completed Form of Tender and Contractors Information Sheet
- Copy of Public Liability Insurance Certificate

Note: Please ensure that your tender is submitted on the attached forms.
Failing to do so will render your tender invalid.

Any contractor who wishes to be shown the sites covered by the contracts are welcome to arrange a site visit by contacting:

Clr Curry - 01677 425797

Or

The Parish Clerk - 07817 367390

SCOPE OF WORK

CONTRACT 1

Geographical Areas

The areas for cutting are spread across Exelby, Leeming and Londonderry Parish Council and are highlighted on the enclosed location maps and are highlighted areas within the boundaries of the villages of Exelby, Leeming and Londonderry.

Specification: Contract 1

<ul style="list-style-type: none">• 14 Cuts March – October <p>Note Strimming of boundaries, hedges obstacles and upstanding kerbs (cutting up to any brash)</p> <ul style="list-style-type: none">• Additional cuts may be required as requested

- Grass cut frequencies are influenced by weather conditions and increased or reduced visits may be required, with prior agreement of the Parish Clerk.
- After mowing, grassed areas should be even and neat in appearance.
- Grass clippings can be left on site, evenly distributed over the area.
- Adjacent paved and tarmac areas must be left clean and tidy at the end of each visit.

Contractor Requirements:

The successful contractor must:

- Deploy competent and experienced employees with relevant qualifications, ability, experience and competency.
- Comply with all relevant statutes, e.g. The Health and Safety at Work Act, COSHH Regulations and other agreements in respect of safety, health and welfare.
- Take all necessary measures for the protection of work people, the public and adjoining property.
- Have Public Liability Insurance with a minimum cover of £5 million.

The contractor shall not assign the contract nor sub-contract any part of the work, without the Council's prior consent.

Contractors may be asked to undergo DBS check if required.

Payment

Payment will be made by cheque on receipt of an invoice. The contractor should submit invoices on a monthly basis, listing all relevant dates covered in that period.

Termination

The grass cutting contract may be terminated by either party giving three months' notice in writing. However, in the event of poor performance, the Council reserves the right to terminate the contract with immediate effect.

FORM OF TENDER

CONTRACT 1

Grassed areas in the villages of Exelby, Leeming and Londonderry

Grass cutting quotations:

SITE	Contract per visit	Visits per Year	Additional Cuts	Hourly rate for additional work
Exelby		14		
Leeming Village		14		
Leeming Playing Field		14		
Londonderry		14		

CONTRACT 1

Total annual cost for all grass cutting £..... but not including "One off cuts as requested"

Signature:

Print name:

Date:.....

CONTRACTOR INFORMATION FORM

Company Name	
Contract Name	
Company address	
Contact telephone number	
e-mail address	

Signature:

Print name:

Date.....