

Forrabury & Minster Parish Council

Grass Cutting Contract 2022

The appendices A – G give the locations of the grass areas to be cut. All areas are an approximation.

Appendix A

Langfords Meadow Junction - 15m²

Back of Clover Lane in Trefleur Close by steps – 44m²

Back of Clover Lane in Trefleur Close by fence – 114m²

Trefleur Close by substation – 280 m²

Trefleur Close by path - 81m²

Appendix B

Hunters Moon Junction Under Road & Tintagel Road– Two Sections by Seat - 166m²

Appendix C

Tintagel Road by Fairview – 110m²

Tintagel Road by Cylene – 280m²

Barnpark Road substation – 338m²

Paradise Junction by the long path – 1520m²

Paradise Junction by Windrush - 667m²

Appendix D

Doctors Corner Two sections – 142m²

Fore Street Junction - 24m²

High Street triangle by seat – 36m²

Appendix E

Under Road Children's playground – 400m²

Appendix F

Hairpin Bend B3263 - 25m²

Appendix G

Forrabury Hill Junction by seat -32 m²

TENDER FOR GRASS CUTTING IN BOSCASTLE

1. Contractors should acquaint themselves with the conditions of work before tendering and ask all questions by email to the clerk before submitting their bids.
2. The contractor will be expected to cut the grass at their discretion if the grass does not grow due to drought or grows faster than normal due to wet and warm conditions. The expectations under normal conditions are for six cuts as per conditions below. It will be the contractor's responsibility to determine the time to start and finish cutting depending on each season. Ideally the first cut would be in April with the final cut in November with four cuts evenly spaced between May and October.
3. Quotations are to be submitted exclusive of VAT.
4. The contractor shall include in the tender for everything necessary to complete the works.
5. The contractor shall comply with the Health and Safety at work regulations and all other statutes and regulations that apply. If working alone, he/she shall be expected to notify a supervisor or line manager of his/her whereabouts and the likely length of time. This can be a relative or a work colleague. Any operative employed by the contractor must be suitably trained and qualified for the work.

6. Before the contract can commence, the successful contractor shall supply a copy of their current public liability insurance certificate, a risk assessment and two references of client of similar standing to the parish clerk. It is expected that contractors will be able to provide references from clients with similar contracts.
7. The contract will run for the period of grass cutting as detailed on 2 above. There may be an option to extend this contract to the following year if the council is satisfied with the standard of work.
8. To provide all necessary equipment to cut the grass on the areas indicated on the appendices A-G.
9. All grass cuttings and strimmings are to be collected and disposed of off site.
10. The council will require tenders to be submitted on a per cut basis.
11. The contractor will supply details of method of disposal and include in the cost cuttings/strimmings in the cost per cut.
12. The Council reserve the right to clarify any statements on submitted tenders and specifications with contractors before making a decision.
13. The Council reserve the right to offer the contract to the most economically advantageous bid and not necessarily the lowest bid. The Councils decision is final and no correspondence will be entered into on the reasons why a tender has not been accepted.
14. The contractor shall at all times maintain in force such policies of insurance, with reputable insurers or underwriters as shall fully insure against such risks as the council in its absolute discretion may require and indemnify the council against any damage, loss or injury which may occur to any property or to any person by or arising out of or in connection with the provision of the service in the minimum sum of £5million for any one claim for property damage, unlimited for personal injury.
15. The Contractor will be expected to provide copies of all insurance policies at their renewal anniversary to the clerk to prove continuity.
16. The council will not be liable for any damage or loss to equipment incurred by the contractor during the period of the contract howsoever caused. The contractor is expected to survey each area before cutting commences to ensure no obstacles or stones are present.
17. The contractor is to advise the council in writing, ideally by email when a cut has been completed.
18. The contractor must supply the council an invoice for payment either after each cut or on completion of the contract.

Tender Form

Tender Price £..... Per cut including all items in conditions 1-18

Please complete in block capitals

NAME OF CONTACT.....

COMPANY NAME (if Applicable).....

ADDRESS.....

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TEL:.....

EMAIL.....

Please specify invoice submission **after each cut** or **on completion of contact** (delete as appropriate)

All tenders are to be marked in a plain envelope for the attention of the parish clerk and clearly marked GRASS CUTTING TENDER or if sending via email in the subject field, so that the tendering process will not be prejudiced.

The following must also be enclosed/attached

- Copies of public and employers liability insurance
- Risk assessment
- Details of how the cuttings etc. are to be disposed of.