

BELTON PARISH COUNCIL INCORPORATING BELTOFT AND SANDTOFT

Tender

Introduction

Tenderers shall treat the details of this tender document as private and confidential.

Tenders are being submitted for the grass cutting in Belton All Saints Churchyard and Belton Cemetery, Churchtown, Belton DN9 1PA

The Council does not bind itself to accepting the lowest tender

Tenders should be sent by post or delivered by hand in a sealed envelope marked Cemetery and Churchyard Grass Cutting to:

Clare Boyall
Clerk and RFO
14 Hawthorne Avenue
Dunsville
Doncaster
DN7 4DW

To arrive no later than Monday 2 January 2023.

Information

This information is provided for the assistance of Tenderers.

The contract will be for a three-year period. The contract will commence in April 2023. The rates detailed in the contract will be fixed for the term of the contract.

Where the tenderer is a subsidiary of a parent or holding company, the Council will require the parent/holding company to guarantee the contract, if successful.

Tenderers should seek to clarify any points of doubt or difficulty before submitting a tender.

The tenderer will be required to keep the tender submitted valid for acceptance for a period of 90 day from the date of return of the tender document.

The contract awarded is subject to an annual performance review. If works are deemed unsatisfactory, the Parish Council reserves the right to terminate the contract providing a minimum of 4 weeks' notice.

The tenderer is advised to visit the grounds and thoroughly acquaint themselves with the extent and nature of the proposed works and will be deemed to have done so before submitting a tender.

The contractor shall for the duration of the contract be responsible for compliance with all relevant statutory requirements relating to licensing of plant and equipment.

Specification

The tenderer is expected to detail any machinery that will be used for the purpose of cutting the churchyard and cemetery grass.

The contractor shall take care to avoid damage to the cemetery and churchyard grounds and to ensure that all work done is done respectfully, care is to be taken to ensure that memorials and graves are kept clean and undamaged. Cost of any repairs will be borne by the contractor.

The Parish Council will have all areas of work inspected regularly to ensure that the contract is being complied with.

The Parish Council's normal working hours in respect of the contract are from 8:30 am to 5 pm, Monday to Friday.

The tenderer will be wholly responsible for the health and safety of any persons working in the cemetery and churchyard for the purposes of this contract.

The tenderer is required, as part of this tender submission, to submit copies of current liability insurance documents and insurance documents for vehicles to be used. Such documents are to be submitted annual thereafter by the successful tenderer.

The tenderer, as part of this submission, is required to provide the contact information of two references and confirm if the Parish Council have permission to contact those referees. Where the tenderer can provide information of having maintained a cemetery previously, this information should be provided as part of the tender.

Schedule

Mowing and Strimming of all areas inside the cemetery and churchyard.

Strimming around graves and boundaries.

All headstones should be left clean and free of grass.

The contract will consist of 9 cuts per season between April and October. With the Parish Council having the option to request additional cuts depending on the growing season.

The tender should detail separately:

The price per cut for the churchyard.

The price per cut for the cemetery.