

GROUNDS MAINTENANCE CONTRACT

Wendover Paddock

Grass to be cut and strimmed every 10 days along with all hedge bottoms from April to October each year. Twice monthly for the remainder of the year. All cuttings to be collected when cut and removed from site. Privet hedges to be cut twice yearly, other hedges three times yearly.

Cemetery and Cemetery Extension

Grass to be cut and strimmed every 10 days along with all hedge bottoms from April to October each year. Twice monthly for remainder of the year. All cuttings to be collected when cut and removed from site. Hedges to be cut 4 times per year. Turfing of plots to be carried out when requested by the Clerk, with work paid for by the Parish Council.

Burial sites and ashes plots to be marked ready for contractors to dig the plot, as and when requested by the Clerk to the Council. When such instruction is given, a plot number and location will have been allocated by the Clerk and just the marking of the ground/plot is required.

Cemetery Road through to Humberston Avenue

Grass to be cut and strimmed every 10 days along with all hedge bottoms from April to October each year. Twice monthly for remainder of year. All cuttings to be collected when cut and removed from site. Privet hedges to be cut twice yearly, all other hedges three times yearly.

Allotment Hedging

All hedging which borders the allotment site (including the new allotment extension) or which falls within the allotment site perimeter – to be trimmed up to twice a year, upon demand from the Parish Council and all clippings removed. Hedges around the allotment perimeters to be maintained at a height of approximately six feet.

Strang Walk

Shrubs and trees to be pruned twice yearly. Pot holes filled in twice yearly if necessary (materials to be paid for by the Council). Spray weeds twice yearly.

Footpath between Fieldhouse Road – Midfield Road (Postman's Walk)

As per details for Strang Walk and to include the length from Midfield Road to Church Lane.

Parish Council Christmas Tree

To collect Christmas Tree upon instruction from the Clerk during early December each year and then transport to and erect on a site in Humberston. Hired guard rails to be collected (arranged by the Clerk and paid for by the Parish Council) and erected around the tree and then returned to hire depot in the New Year. Christmas Tree to then be taken down and disposed of in the New Year upon instruction from the Clerk.



Humberston Parish Council

Clerk to the Council – Kathy Peers Telephone (01472) 280290
11 Nicholson Road, Healing, NE Lincs. DN41 7RT
e-mail 'kathy.parishcouncils@ntlworld.com'

INVITATION TO TENDER

The Parish Council invites quotations to tender for its Grounds Maintenance contract within Humberston.

The schedule of works is attached with details of works to be carried out.

The contract will be awarded to commence on 8th July 2017 and will run for two years to 7th July 2019.

The tender should be made in writing to the Parish Clerk at the address shown (e.mail to the address shown is also acceptable as long as the subject heading specifies Humberston Grounds Maintenance Tender) and the closing date for receipt of tenders is 12.00 noon on Friday 28th April, 2017. *Envelopes should be marked in the top left hand corner with the words "Tender".*

Tenders should show the total amount per annum, VAT (if applicable) and also the amount to be invoiced each month.

Note – it is not necessary to detail amount of hours or hourly rate unless you wish to do so – the only amounts to be considered are the monthly and then annual amount

(Payment of the contract will be made each month at the end of each calendar month for which the work has been carried out and will be paid by cheque each month. It is expected that an invoice each month will be received from the contractor).

Visits to the site are welcome and all sites are open and accessible during normal working-day hours.

For any further information please contact the Parish Clerk on the above number between 9.00 am and 4.00 pm Monday to Friday.

All necessary insurances should be guaranteed by those tendering and evidence will be requested upon award of any contract (ie public liability insurance, any necessary spraying certifications etc.)