



St. Mary Bourne Parish Council
www.stmarybourne-pc.gov.uk

Grounds Maintenance Tender
Contract period 1 April 2024 – 31 March 2027

Tender for the maintenance of:

St Mary Bourne Parish Council open spaces, comprising the following areas:

1. St Mary Bourne Recreation Ground (map 1)
2. St Mary Bourne Lake (map 2)
3. Hirst Copse (map 3)
4. St Mary Bourne War Memorial & Garden (map 4)
5. The Summerhaugh (map 5)
6. Stoke Play Area (map 6)
7. Other miscellaneous work

As specified in the Contract Specification and the Conditions of Contract.

Name of tenderer

Address

.....

.....

.....

.....

Website

Email

Telephone

Notice to tenderers

Tenders must be submitted on these forms supplied, which are not to be altered in any way. Tenders containing alterations or additions or subject to qualifications will not be considered.

All entries must be typed or written in ink and the documents must be signed.

St Mary Bourne Parish Council does not bind itself to accept the lowest or any tender.

This is a fixed price tender for a period of three years with an option to extend for a further two years.

No expense incurred by any person submitting a tender will be paid for.

Tenders shall be deemed to have been submitted in the full knowledge of all the requirements and conditions contained or referred to in the Contract Conditions, Contract Specification and Maps and the contractor shall be deemed to have included in his tender all costs in compliance therewith.

Notwithstanding any information available to him, the contractor shall be deemed to have visited and be aware of the general features of the sites with reference to their locations, the means of access, the conditions of their substrata including the level of any subsoil water, the location of existing services and to have taken these and all other such relevant matters into account in the preparation and pricing of his tender.

The Tender **with the Priced Schedule** is to be returned in a sealed envelope labelled 'Grounds Maintenance Tender' to:

St Mary Bourne Parish Council
Parish Office
St Mary Bourne Village Centre
Bourne Meadow
St Mary Bourne
Andover
SP11 6BE

The tender must be sent by tracked post or delivered by hand and received by noon on Friday 26th January 2024.

Any tender delivered by hand must be handed to the Parish Clerk at the above address and a timed and dated receipt obtained.

The Clerk requests that an electronic copy is also provided wherever possible. This should be sent to clerk@stmarybourne-pc.gov.uk. The email must be titled 'Ground Maintenance Contract Submission plus the Contractor's name'

The names and contact details of two referees must be supplied, including one with whom you have a similar sized contract.

Referee one

Name

Organisation

Position

Email

Telephone

Annual contract value

Referee two

Name

Organisation

Position

Email

Telephone

Annual contract value

Form of Tender

To:
St Mary Bourne Parish Council
Parish Office
St Mary Bourne Village Centre
Bourne Meadow
St Mary Bourne
Andover
SP11 6BE

Having examined the Conditions of Contract, Contract Specification, Maps and Priced Schedule for the above mentioned works, we offer to construct and complete the whole of the said works for the sum of:

.....
(excluding VAT) for the three year contract

We undertake to complete and deliver the whole of the works comprised in the contract within the time stated.

Unless and until a formal Agreement is prepared and executed this Tender together with your written acceptance thereof, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any Tender you may receive.

Signature

Date