

PRUDHOE TOWN COUNCIL
LANDSCAPED GATEWAYS AND ROUNDABOUTS
INVITATION TO TENDER 2020-2023

Prudhoe Town Council is inviting tenders for the maintenance of the Town's landscaped gateways and roundabouts for the three-year period from 2020 – 2023. The specification is detailed below.

SPECIFICATION

The Town Council has responsibility for 2 roundabouts. These are located along the A695 and are planted with large established trees and heathers (the grass verge on Station roundabout is cut in the grass-cutting contract). Additionally, the council maintains the area around our 'Miners Tub' at Low Prudhoe, the Western Gateway seat and landscaping along the A695 towards Mickley, as well as an area to the left of Station Bank Bus Shelter on the road into Prudhoe Castle. This contract also includes weed killing the Prudhoe Badger twice a year.

The following is required under the contract:

- To ensure high quality weed control, edging, pruning, feeding and litter collection.
- To advise the council of any damage and subsequent cost of repair where damage has occurred.
- To provide all labour, tools and equipment to maintain and ensure pristine appearance throughout the seasons.
- To liaise with Prudhoe Town Council to ensure a high standard of service is maintained.

All work will be carried out within the town of Prudhoe (NE42).

All contractors are required to carry out an accompanied visit to all areas prior to submitting their tender. You are requested to submit your tender on Tender Document 2 as required, additional information may be presented if felt necessary.

The successful company will be required to enter into a contract with Prudhoe Town Council and this will require the production of all relevant certification including a Risk Assessment of the work to be carried out and copies of Public and Employee Liability Insurance. You may wish to submit these documents with your tender.

VALUE RANGE

The contract is estimated to be valued from £15,000.

PROCUREMENT TIMESCALES

Tenders must be received by Friday 1st November 2019 at 12 noon.

Full details will be reviewed by a small group of Councillors in advance of the meeting of the Planning, Contract and Works Committee, being held on 13th November 2019. A decision will be made at this meeting and all parties will be contacted by Friday 15th November with the outcome of the procurement process.

Persons or organisations submitting a tender are advised that the canvassing of Councillors or staff either directly or indirectly shall disqualify them from the tendering process. You are also advised that information supplied in this document may be disclosable under the Freedom of Information Act 2000.

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CLOSING DATE FOR TENDER RETURN

All tenders must be received by **12noon on Friday 1st November 2019** and should be marked '**Private & Confidential**' and be delivered in a sealed envelope to:

Sarah Eden
Prudhoe Town Council
The Spetchells Centre
58 Front Street
Prudhoe
Northumberland
NE42 5AA

If you would prefer to submit tenders electronically, please ensure these are saved in PDF format and emailed to sarah.eden@prudhoetowncouncil.gov.uk. Word documents that you can complete electronically can be provided.

Please note that Tenders will not be accepted electronically.