

PRUDHOE TOWN COUNCIL
WILDFLOWER AREAS
INVITATION TO TENDER 2020-2023

Prudhoe Town Council is inviting tenders to create and maintain two new wildflower areas, a first for the town and something we may extend into other areas if successful and well received. The Council is looking for someone with experience in this area and a proven track record.

The contract is for a three-year period from April 2020 to March 2023.

SPECIFICATION

The spaces that we hope to establish an area of wildflowers (1-metre in depth, running the length of the border) are located in the following areas:

Schedule 21 – In the open grassed area that borders woodland and the west-bound carriageway of the B6395, opposite The Falcon, immediately after the bus shelter at Cottier Grange and up to Priestclose Cottages. This area has a grass-cutting contract (20x in growing season) but we would like to create an area of wildflowers in front of the woodland area as a backdrop to the area that is cut grass.

Schedule 22 – At the Western Gateway into the Town, leaving the A695 (travelling east) onto the B6395, alongside a stone-built viewing seat, we would like to create an area of wildflowers adjacent to the fence line as a backdrop to the area that is cut grass (20x in growing season).

The following is required under the contract:

- To identify the most likely to succeed; perennial or annual wildflower displays.
- To identify the most appropriate wildflower seeds for the chosen areas (of UK origin).
- To carry out all necessary preparation of the area.
- To carry out all necessary sowing and mowing until established.
- Once established, to manage the area of wild flowers as necessary to ensure it thrives.
- 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 the areas.
- 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.

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.

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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.

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.