



**GAWSWORTH
PARISH COUNCIL**

**PARISH MAINTENANCE TENDER PACK
MARCH 2023**

**ALL QUERIES:
CLERK@GAWSWORTHPC.ORG.UK**

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Introduction

Gawsworth Parish Council is committed to providing our residents with a well-maintained community and wish to find a new contractor or contractors to undertake a range of parish maintenance duties across our area.

The full specification for the works is detailed in the table below. The contract is divided between two areas, the “Grounds” tasks and the “Ranger” tasks. We may consider letting these as two separate contracts. We also welcome tender submissions for the whole or any parts of the specification and based on submissions will determine the most appropriate way to award the contract(s) which could include a single or multiple contractors – we do not have a preference, we just want to ensure a quality and value for money service.

Contract Terms

Any contracts will be awarded on the following key terms:

- Contracts will run from 1st June 2023 for three years to 31st March 2026
- There shall be no price increases during the contract term
- Payments will be made within 30 days of receipt of a valid invoice
- Contractors will be required to provide a report following each visit, for the purpose of contract monitoring

Tender Submissions

Tenders should be submitted by email to clerk@gawsworthpc.org.uk by 21st April 2023.

Tenders must include the following:

- a) A completed pricing schedule
- b) A background to the contractor
- c) Names/contact information for two references
- d) Confirmation of public liability insurance (min £5m)

The Parish Council will evaluate tenders based on:

Price	the lowest price tender shall score the highest
Quality	the highest perceived quality shall score the highest
References	References will be reviewed in advance of any tender award
Locality	after consideration of price and quality the council will favour contractors with a local connection, cascading from Gawsworth > Macclesfield/Congleton > Cheshire.

For the avoidance of doubt, price and quality are most important factors and we will gladly place business with companies from outside this cascade.

Specification And Task List

The table below specifies the duties to be undertaken through this contract.

Ref	Location	Tender Area	Specification	Frequency	Instances	Total Annual Price
PMG1	Pleasance	Grounds	Cut and collect all grass within fenced areas of Pleasance and Memorial Green.	Monthly, April to September	6	
PMG2	Pleasance	Ranger	Leaves to be collected and removed before Remembrance Sunday	Annual, November	1	
PMG3	Pleasance	Ranger	Poppy wreaths from the war memorial	Annual, January	1	
PMG4	Pleasance	Ranger	Weekly check and removal of litter/waste	Weekly	52	
PMG5	Pleasance	Ranger	Clean down benches and treat with clear preservative	Annual, April	1	
PMG6	Pleasance	Ranger	Treat fencing around areas with clear preservative/stain	Annual, May	1	
PMG7	Pleasance		Trim back hedges within both areas	August and November	2	
BS1	Bus Shelter	Ranger	To remove any litter	Weekly	52	
BS2	Bus Shelter	Ranger	Thoroughly sweep out and clean as necessary including to remove any graffiti	Monthly	12	
NW1	Woodland	Ranger	Level and spread sand (provided) across main paths	April	1	
NW2	Woodland	Ranger	Strim weeds/overgrowth around the main paths and pavements around the woodland	Monthly	12	
NW3	Woodland	Ranger	Remove any weeds and leaves from the paths, monthly	Monthly	12	
NW4	Woodland	Ranger	Clean and treat around 6 benches / picnic tables with preservative/stain	Annual, April	1	
P1	Park	Grounds	Cut all grass within the park boundary	Bi-weekly, mid-March to mid-November	18	
P2	Park	Grounds	Aerate, scarify and apply feed to main grass area	Annual, March	1	
P3	Park	Grounds	Composing and seeding over of main grass area (areas as required)	Annual, March	1	
P4	Park	Grounds	Edging all paths within park, maintaining full width within the side. Removal of any detritus or overgrowth.	Monthly, March to November	9	
P5	Park	Grounds	Maintain the shrubs near the fence to the Village Hall to two inches above the height of the fence, shaping and cut no closer than 12 inches from the handrails	February and August	2	
P6	Park	Grounds	Cut any shrubs around paths to be no less than two feet from the path to a maximum height of seven feet.	May and August	2	

P7	Park	Grounds	Flash burn to control weeds, including on paths. To maintain a six-inch perimeter around the outside of the tennis court fencing –. No weed killer to be used.	April, June, August and October	4
P8	Park	Ranger	Fork over the border between the car park and park	January	1
P9	Park	Grounds	Strim and control growth including removal of saplings, nettles etc in the borders and tree/shrub areas each.	June and August	2
P10	Park	Ranger	Removal of any loose litter from within park	Weekly October-May 2x weekly July/August	60
P11	Park	Ranger	Inspection of borders and shrub areas to remove any litter/dumped waste	Monthly	12
P12	Park	Ranger	Sweep and clear tennis courts, removing any leaves/detritus	March, July, October	3
P13	Park	Ranger	Removal of any moss growth on tennis courts	March and September	2
P14	Park	Ranger	Visual safety inspection of all equipment within the park (play equipment, benches etc) and submission of a weekly report	Weekly	52
P15	Park	Ranger	Check hinges monthly and oil/adjust gate hinges as required	Monthly	12
P16	Park	Ranger	Clean all benches as required and inspect/maintain fixings at least annually	Annual	1
P17	Park	Ranger	clean all signages and notices within the park	March and September	2
P18	Park	Grounds	Empty the six bins within the park (including the village hall car park bin) and dispose of waste.	Weekly October-May 2x weekly July/August	60
P19	Park	ROSPA	Undertake an annual ROSPA inspection of park equipment	June	1
P20	Park	Ranger	Clear around base of fruit trees and apply mulch to 0.7m ring	February	1
CP1	Car Park	Grounds	Trim all sides of the hedges to an equal height as any adjoining	August November (first week)	2
CP2	Car Park	Ranger	Strim grass area under the Church Lane hedge	March to October	6
CP3	Car Park	Ranger	Remove any loose litter and weed growth around the car park/halls, remove general detritus	Weekly	52
R1	Parish	Ranger	Clean and treat 8 benches with preservative/stain benches within parish (St James Green, Church Lane Penningtons Lane)	April	1
R2	Parish	Ranger	Repaint the white safety lines on the steps at the footpaths leading from Woodhouse Lane and St James Avenue	September	
R3	Parish	Ranger	Edge the path and maintain to a set width the paths from Benbrook Way to the Field (G3) and from Penningtons Lane to Rising Sun Road (G5)	January, April, July, October	4
R3	Parish	Ranger	Sweep and keep free of litter and leaves and remove vegetation and overhanging branches etc the paths from Woodhouse Lane to Warren Drive (G1), Woodhouse Lane to Benbrook Way (G2), Benbrook Way to	Monthly	12

			Field (G3), St James Avenue to A536 (G4) and Pennington's Lane to Rising Sun Road (G5)		
R4	Parish	Grounds	Maintain shrub beds at Penningtons Lane Green (to be planted 2023)	February, May, August, November	4
R5	Parish	Ranger	Cleaning and maintenance of road and street name signs (e.g repainting cast iron name plates, cleaning algae from signs, removing overgrowth around signs)	Bank of 156 hours per annum, majority to be worked across peak months (March to Oct)	
R6	Parish	Ranger	Cleaning and adhoc repairs to notice boards		
R7	Parish	Ranger	Other ad hoc maintenance duties across the parish such as siding out pavements, tree planting, etc		

Location Plan

