# Everdon Parish Council

Parish Clerk Ruth Scott

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**INVITATION TO TENDER - GRASS CUTTING SERVICES – EVERDON 2023**

Your organisation along with others is invited to offer a tender for provision of the above, to the specification outlined below.

If you decide not to submit a tender, I would be grateful if could confirm this to me via email.

Please contact me if you have any questions about the locations or tendering procedure.

**Scope of Work**

Work should be done in terms of the West Northants Council’s specifications for Highways mowing.

Please submit a copy of your Liability Insurance certificate to the value of £5million prior to commencing mowing in 2023.

* + - 1. 10 cuts are to be done between mid-March and mid-October.  Should more cuts be required, due to weather conditions, please liaise with the Clerk. A schedule for the cuts is to be agreed with the Clerk by the end of February.
			2. Please mow Stubbs Road where necessary. In the main residents along this road do the mowing themselves, except in the case of one or two elderly residents.
			3. Mowing of the village green and verges between the boundaries indicated by the five speed signs going out of the village being two at either end of the village, one on Fawsley Road, one in Bethell Lane including the grass bank going down to the sign and one in Little Everdon Lane.   The only exclusions are the following two wildflower areas where the following arrangements apply:
			* Arrangements for mowing the bank outside the Bakehouse (raised bank to the right of the village hall) are as follows
			* The entire bank must be cut at after 1 July **unless** the wildflowers have not seeded yet, in which case mowing will be deferred to 1 August **but no later than this date.**
			* The onus is on Mrs Megeary, the owner of The Bakehouse, to approach you to request deferment until 1 August in which case, please ensure that you schedule a cut on, or as soon after 1 August as possible. If she does not approach you when doing the July cut, then please cut the entire bank outside the Bakehouse (left-hand side of the bank only.
			* **NB** The bank outside Saddlers Cottage on the right-hand side of the bank must be cut all year round.
			1. Please use a blower to clear grass from the walkways and driveways after mowing, and keep all village signs and grit bins free from vegetation.
			2. Please invoice me directly after your cut and I will include it in our payment run on 25th monthly, for payment on the 30th.  Invoices received after the 25th, will be paid on the 30th day of the following month.
			3. MOST IMPORTANTLY, our annual fete takes place annually on the August bank holiday weekend.  Please schedule the 2nd August cut on the Friday of the week immediately preceding the bank holiday, so that it looks its best.
			4. Please spray weeds in gullies and against buildings as, and when, you see them.

The contract will be for a period of 3 years.

Prices quoted should be quoted per cut and it should be stated if VAT is included or not.

**Tender Process**

Initial request for pricing (this document) will be available from 14th October 2022.

A period of 7 days will be allocated for any questions regarding the Tender, please note that any answers to questions will be conveyed (anonymously) to all Tender applicants.

Anyone wishing to visit the site is welcome and if you require to be accompanied then 48 hours’ notice is needed.

Prices should be submitted no later than 3rd November 2022.

The council will consider all Tenders and a decision will be made at the next council meeting on 14th November 2022.

The winning Tender will be notified within 48 hours of the decision.

I look forward to your response.

Yours faithfully,

Ruth Scott

Clerk/RFO

Everdon Parish Council

 Unity in the Community