



INVITATION TO TENDER for grounds work 2019

The Parish Council is working towards managing verges and open spaces to encourage the growth of wild flowers and to support insect and small vertebrate habitats. It is balancing this with a need to keep sight lines clear at road junctions and maintain a cared for appearance in areas of the churchyard where graves are regularly tended.

This is a formal invitation to individuals or organisations with appropriate skills and experience to quote for contracts for individual pieces of work as follows:

Contract 1 – St Andrew’s Churchyard (see attached map):

- (a) The designated wild flower area (Q – with no graves) - to cut the grass twice a year, in August and November. The cuttings removed and put in a compost bin. Quote per cut including removal of cuttings.
- (b) Areas A, B, C, P, Q (part with graves) and path ways - to cut the grass up to 8 times a year provided the weather permits and a cut is necessary. Cuts should be planned to include major holiday times and town events (Easter, Carnival, Armistice Day and Christmas) if weather permits and a cut is necessary. Quote per cut.
- (c) Areas D, E, F, G, H, J, K, L, M and N - to cut the grass up to 4 times a year.

Contract 2 – Sentry and children’s play area within the Sentry:

To cut the grass up to 12 times a year provided the weather permits and a cut is necessary. Cuts should be planned to include major holiday times and town events (Easter, Carnival, Armistice Day and Christmas). Quote per cut.

Contract 3 – Pound, Henge and around the Coronation bench in Ford Street:

To cut the grass and hedges up to 12 times a provided the weather permits and a cut is necessary. Cuts should be planned to include major holiday times and town events (Easter, Carnival, Armistice Day and Christmas). Quote per cut.

Contract 4 – Grass verges

Cut a 1m wide stretch of grass from the curb 3 times a year in April, June, and August plus a 4th cut from the curb to the bank in October. Quote per cut for the following:

- (a) Chagford Cross roundabout down Betton Way to the next roundabout (right hand side)
- (b) Chagford Cross roundabout down Betton Way to the first field gate (left hand side)
- (c) Chagford Cross roundabout down Ford Street to opposite the Embleford Crescent entrance (right hand side)

Moretonhampstead Parish Council

Green Hill, Fore Street T 01647 440041
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Devon TQ13 8LL W www.visitmoretonhampstead.co.uk
Chairman: Councillor Jane Willis | Clerk: Mrs Julie Lammin



Contract 5 – digging graves, ashes plots and interments:

- (a) Grave preparation. Preparing the grave as instructed, being present for the interment in case of difficulties and filling the grave in after the interment. Quote for single and double depth burial plot.
- (b) Ashes plot preparation. Preparing the plot, being present for the interment in case of difficulties and filling the plot in after interment. Quote per plot including ashes interment.

Contractors will be asked to invoice monthly in arrears. Invoices will normally be settled within 30 days

Each contract will be for a fixed term of twelve months starting on July 1st 2019 renewable annually for a maximum of three years on the same terms if both parties agree.

General Conditions:

- Timing: work to be carried out at times to be agreed with the Council
- Contractor to supply all plant and materials
- Work to be completed to the satisfaction of the Parish Clerk and Chair of the Open Spaces Committee
- Contractor to maintain public liability insurance and comply with the Health and Safety at Work Act

Submission of Quotation/s

Should be made to the Clerk by 12 noon 19/04/19 with a clear price for each contract on the basis described above by post or email. Late submissions will not be considered.

Quotations for two or more Contracts from the same individual or organisation are welcome but each must be shown individually.

Important Notes:

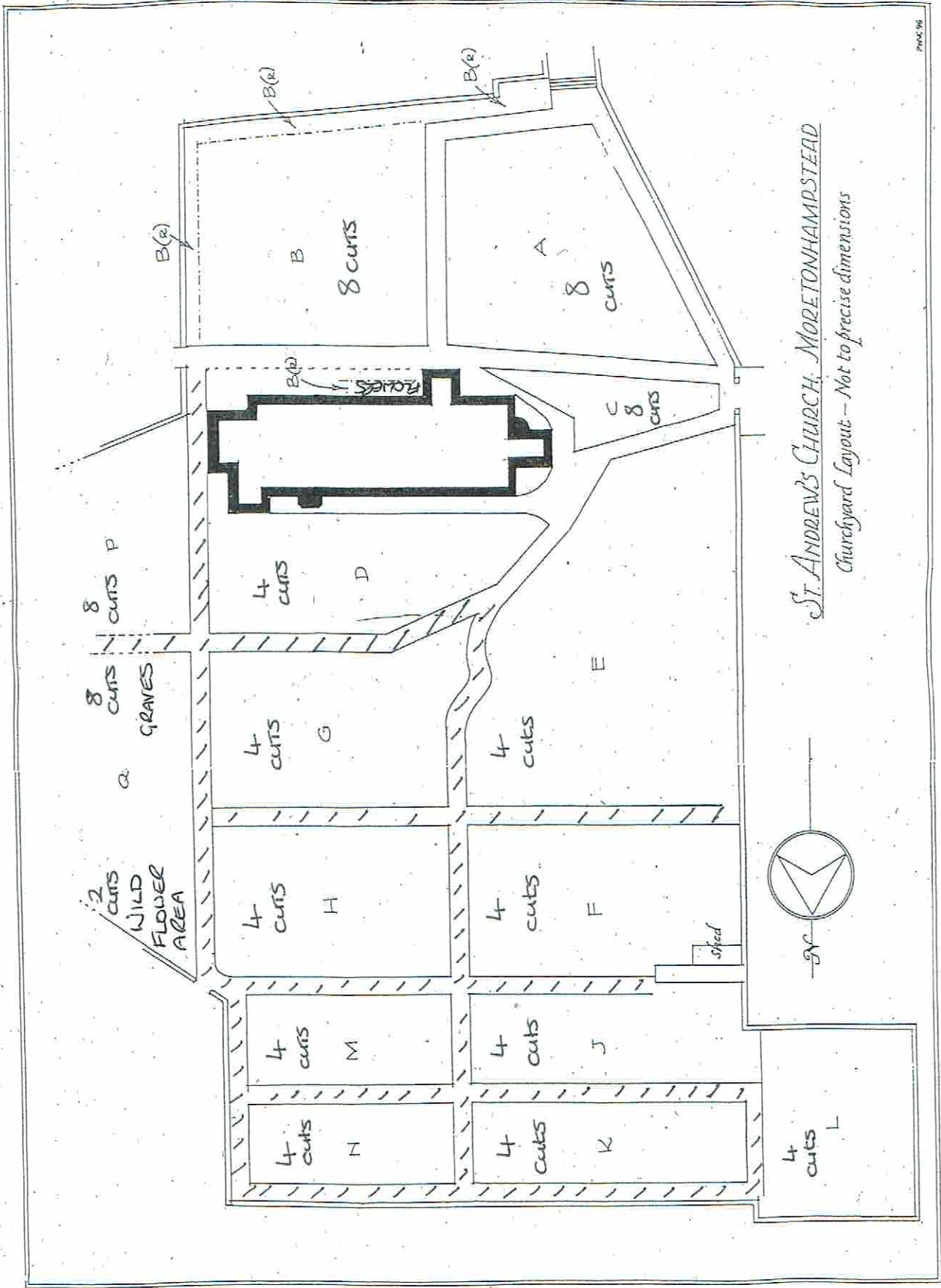
- The Parish Council is not obliged to accept the lowest or any quotation
- Further information prior to the closure date obtainable from the Clerk

Julie Lammin, Clerk
08/03/19

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||||| Paths 8 times



ST. ANDREW'S CHURCH, MORETONHAMSTEAD
Churchyard Layout - Not to precise dimensions