

## Appendix D

### Form of Tender

#### Quotation

		Cost per item £	Total Cost £
<b>RECREATION GROUND</b>			
<b>1.</b>	<b>Ground care Services</b>		
a.	To gang mow Five Oak Green Recreation Ground	15 times p.a.	
b.	To gang mow the L-shaped field	15 times p.a.	
c.	To strim & box mow three play areas	15 times p.a.	
d.	Mow the area between the perimeter path around the Recreation Ground and the perimeter fencing i.e. the grass area that can't be gang mowed	15 times p.a.	
e.	To strim & box mow around the two picnic tables.	15 times p.a.	
f.	To carry out monthly 'Operational Inspections' of play equipment	12 times p.a.	
g.	To edge up the path around the Recreation Ground	Once p.a.	
h.	To clear away the silt from around the car park	Once p.a.	
i.	Trim overhanging trees around footpath as required	As required	
j.	Cut the millennium hedge face and top (September)	1 x bi-annual	
k.	Grass cutting at the entrance and car park areas, public toilets area.	During the season of April to October. A minimum of 15 cuts	
<b>2.</b>	<b>Litter picking</b>		
a.	To include recreation grounds, three play areas, car park and entrance.	on a weekly basis	
b.	Emptying of the Five Oak Green Recreation Ground litterbins, including the three play areas but excluding the bins in the Car Park. The contract is for a total of 10 bins. Use of the commercial bin situated in the Recreation Ground car park is permitted by the Client for the disposal of the waste collected.	on a weekly basis	

<b>3. Football Pitch</b>				
a.	Grass seed the three goal mouths at the end of the season	Once p.a. Inc materials		
b.	Line mark football pitches	August 1st time of the season Sept – end Apr 16 times		
c.	Aerate the football pitch in the Spring and Autumn	2 times p.a.		
d.	Scarify Football Pitch in the Spring & Autumn	2 times p.a.		
e.	Fertilise Football Pitch late spring / early summer	Once p.a. Materials + Application		
f.	Rotate practise goal with second site every 6 months	x2 p.a.		
g.	Ground condition review	Friday before each weekend if there are planned football matches		
<b>4. Allotments</b>				
a.	Grass cutting the external boundary to the Five Oak Green Allotments – the Badsell Road boundary including cutting the vertical face in late June.	x2 cuts p.a.		
b.	Grass cutting the area between the Falmouth Place hedge and allotments 23b and 24a and the allotment track, including the area along the fence between the allotments and Recreation Ground.	x8 cuts p.a.		
c.	To hedge the Hawthorn bushes around the fence bordering the allotments	Once p.a.		
<b>5. Public Toilets – Five Oak Green</b>				
a.	Clearing gutters on public toilets	2 x pa		
b.	Keeping toilet footpath clear, in particular acorns which prevent doors closing and pressure wash to clear moss	1 x pa		
<b>OTHER SITES</b>				
6.	Catts Corner - grass cutting and strimming at Catts Corner verge in Tudeley	During the season of April to October. A minimum of 15 cuts		
7.	Ellis Close – grass cutting (eyebrow verges and & above	During the season of April to October. A		

	the stream) & the notice Committee board area opposite (verge which runs along fence left to Oak Road – see satellite photo).	minimum of 15 cuts		
8.	The Village Green in Five Oak Green – grass cutting	During the season of April to October. A minimum of 15 cuts		
9.	Capel Community Orchard – to mow complete area and strim perimeter.	During the season of April to October. A minimum of 15 cuts		
10.	Tudeley Bus Stop Clearing silt at bus stop	1 x pa		
<b>OTHER</b>				
11.	Tasks outside the scope of this Contract. A separate quotation will be provided to carry out the work required. For examples of work required previously see appendix 1.			
<b>TOTAL COSTS – YEAR 1</b>				

<b>Total Year 1 2022-23</b>	<b>Total Year 2 2023-24</b>	<b>Total Year 3 2024-25</b>
£	£	£

**Ad hoc prices**

Rate for hand mow per hour	£
Rate to box mow per hour	£
Rate to strim per hour	£
Rate to trim hedge per hour	£
Rate for general labour per hour	£

I/We agree to complete the work in accordance with the Invitation to Tender, Contract Terms and Specification of Works.

I/We understand that Capel Parish Council is not bound to accept the lowest or any tender and that the Council will not be responsible for any expense incurred in preparing this tender.

I/We certify that the amount of the tender has not been calculated by agreement or arrangement with any other person or company and the amount of the tender has not

been communicated to any person and will not be communicated to any person until after the closing date for submission of tenders.

Signed..... Name.....

Position..... Company Name.....

Date.....