Hunston Parish Council

Grass cutting and maintenance contract

The Contractor is required to maintain the grounds listed below throughout the period of the contract.

The Contractor is to provide all plant, labour and materials including to carry out the operations detailed in the tender specification.

In carrying out such work the Contractor will ensure that his staff conduct themselves in an appropriate manner.

The Contractor shall hold and provide copies of the required insurance and public liability cover to a minimum of £5 Million.

The Contractor shall comply with the latest Health and Safety at Work Act and shall hold the relevant Health and Safety certificates, including those specific to the job – pesticide control, tree maintenance, etc.

The Contractor shall hold in place a relevant written Health and Safety Policy and shall complete risk assessment for each individual task undertaken. Supplying a copy of each to the Parish Council.

The Contractor shall comply with Control of Waste regulations and hold a valid Certificate of registration under the control of Pollution Act 1989.

Prospective Contractors should ensure that they are completely familiar with the nature and extent of the obligations to be accepted by them, if their tender is accepted.

Any queries regarding the interpretation of any part of the Contract document should be addressed to the Parish Clerk by no later than three days before the closing date.

Prospective Contractors should note that the Council is not bound to accept the lowest tender. The Council's decision is final.

The successful tender together with the Council's written acceptance shall form a binding agreement in the terms of the Contract document.

Return tenders by no later than 5pm on Friday 17th February 2017 to Carol Smith, Parish Clerk, Hunston Village Hall, Selsey Road, PO20 1AW, or by email at clerk@hunstonparishcouncil.org. If submitting tender by email, please place in the subject line "Tender for Grass Cutting".

HUNSTON PARISH COUNCIL

GRASS CUTTING AND MAINTENANCE CONTRACT

Extent of work

Generally, the work will comprise of the cutting of grass and maintenance of hedging on land within the Parish of Hunston. In particular;

- The cutting of grass on Hunston playing field.
- The cutting of grass within the children's playground on the playing field.
- The cutting of grass on the land between the main road and Outram Way.
- The maintenance of the mounds on the playing field
- The maintenance of the car park at Foxbridge Drive

Frequency of work

Hunston playing field

Grass to be cut once per month in the months of November, December, January and February.

Grass to be cut twice a month in the months of March, April, May, June, July, August, September and October.

The football pitch to have one additional cut per month in November, December, January and February (to be spaced in between the main whole field cuts).

The three mounds on the playing field to be tidied and trimmed twice a year in the spring and autumn. Any cuttings to be taken away for disposal.

The grass in the children's playground to be cut once a month in the months of October, November, December, January, February and March.

The grass in the children's playground to be cut twice a month in the months of April, may, June, July, August and September.

Land at Outram Way

The grass to be cut once a month in March, May, July and September.

Foxbridge Drive car park

The grass banks to be cut twice a year in April and September.

The hedges to be cut back twice a year in April and September. Any cuttings to be taken away for disposal.

Workmanship and Equipment

The workmanship must be of good, acceptable standard which will be verified on the first cut by a member of the Council. The Contractor is responsible for providing equipment and maintaining it to a good standard in order to carry out the works.

Insurance

The Contractor is required to have professional insurance, and public liability insurance of at least £5,000,000 for Contracts. A current Certificate of Insurance to this effect must be produced to the Parish Clerk prior to commencement of the Contract. The Contractor shall indemnify the Council against any claim or proceedings for any injury or damage to any property or persons or animals as a result of negligence, poor workmanship or failure to notify the Council of any action likely to cause injury or damage to a third party.

Health and Safety

The Contractor shall accept full responsibility for compliance with Health and Safety at Work Act and all other Acts and Regulations in respect of the work comprised in this Contract.

Duration of Contract

The Contract will be for a period of four years, subject to an annual review, to include a rate of inflation rise each year to be agreed with the Clerk and Contractor.

Termination of Contract

Either party may, without reason, terminate the Contract, in writing, giving two months notice.

Signed	Signed .....
Chairman of the Council	Contractor
Dated	Dated .....