

Calver Parish Council Grass Cutting Invitation to Tender for 2021

1. Calver Parish Council ("The Council") invites tenders for the cutting of grass on the area of land known as the former cricket ground and identified on the attached plan.

2. Responsible Officer

The Clerk. Simon Oldham, 20 Daleview Road, Sheffield, S8 0EJ.
E Mail clerk@calverparishcouncil.org.uk

The cutting period shall be from 1st April to 1st November each calendar year with one cut in April and October, 2 cuts in May, 3 cuts in June, weekly cuts in July and August, 2 cuts in September. The height of cut shall be as agreed with the Responsible Officer. During very dry conditions the Council reserve the right to reduce the number of cuts. Areas which cannot be cut with mowing machinery shall be strimmed such areas are likely to include around the edges/boundaries and the existing building. There shall be 12 trimmings or such other number as directed by the client.

4. Pricing of the Work.

The pricing of the work shall offer two options for the Council, one which accepts that the grass cuttings are left scattered evenly across the land and not in mounds or clumps. The second where all arisings are collected, removed and disposed of in an approved manner.

The price submitted should specify a cost exclusive of VAT, any VAT applicable and the total price.

5. Duration of Contract.

The duration of the contract will be one year from the date of this contract. There will be no opportunity to alter the rates tendered during that year.

6. Payment to Contractor.

The Contractor will submit an account every month, in arrears throughout the cutting season for all works carried out. The invoices shall include details of the work carried out and the date when it was undertaken. The Council will aim to settle accounts within 7 days following the monthly Parish Council meeting which is held on the third Thursday of each month except in August. The Council will ensure suitable arrangements are in place to make payments for invoices submitted in August.

7. Insurance.

The Contractor is required to have a 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 the 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.

8. Value of Works.

The prices included in this agreement are for the full inclusive value of the work described, including all profit, taxes, costs and expenses, and all general risks, liabilities and obligations.

9. Termination of Contract.

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

10. Nature and Extent of Obligations.

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 questions about the interpretation of any part of the Contract documents should be addressed to the Clerk by no later than two weeks before the closing date which is 1st March 2021

SPECIFICATION OF WORKS

- 1.** Prior to cutting or strimming any area, the Contractor will ensure that the site is free of any large stones and all paper, tins, bottles and other debris on the cutting area. The contractor will provide suitable signs at the entrance to the site warning the public that mowing is/will take place.
- 2.** The Contractor will also inspect the site for areas of ground sinkage/potholes and areas of potential hazard and will inform the Council immediately of any such hazards.
- 3.** The Contractor will at all times during the period of the Contract ensure that all the machines engaged in grass cutting operations are sharp and properly set so as to produce a true and even cut. Any damage or areas of grass not cut to the approval of the Council from such a lack of maintenance will be made good by the Contractor at his own expense and to the satisfaction of the Council.
- 4.** The Contractor will at all times during the period of the Contract ensure that the machine are properly guarded and maintained so as to present no danger to the operator, surrounding structures, vehicles or any person in the vicinity of operations. The Contractor will provide his staff with all safety equipment and will ensure that staff use these at all times when they are engaged in work for the Council.
- 5.** During the period of the Contract no growth regulators of any form will be applied to any area of turf without the Council sanctioning such an operation in writing, in advance.
- 6.** All grass will be cut cleanly and evenly without damaging the existing surface.
- 7.** The Contractor will accept full responsibility for compliance with Health and Safety legislation.
- 8.** Soft vegetation growth, such as clover, will be deemed to be part of the Contract where it falls within large areas of the grass.
- 9.** The extent of work sets the minimum number of mowings, the Contractor will be paid on a pro-rata basis for additional cuts dependent upon the weather conditions and growth rate throughout the season. Such additional work must be preauthorised by the Council.
- 10.** Mowing will take place on the full area of grass at the site up to all boundaries, wall, fencing, obstacles and buildings.
- 11.** Areas not cut to the satisfaction of the Council will be re-cut by the Contractor at the Contractor's own expense.
- 12.** In very wet conditions all operations involving grass cutting shall cease until conditions allow operations to recommence without damaging the surface levels and contours of the ground or grass cutting "divots" from the machine wheels, rollers or cutters.
- 13.** Should the Contractor cause damage to the surface or levels of the ground, or create "divots" during grass cutting operations, the Contractor will at his own expense reinstate such damage forthwith to the satisfaction of the Council.

14. Mowing will be carried out as close as possible to fixed obstructions. Moveable obstructions can be removed to allow cutting and replaced before the Contractor leaves the site.

15. Grass cutting around obstructions including seats, fence lines, posts, and other obstructions will be undertaken using methods, tools and machines as appropriate to ensure neat edges.

16. All persons operating grass cutting machinery must be appropriately trained. The Council reserves the right to ask the Contractor to provide adequate proof that his operators are well trained, conversant with Health and Safety legislation and competent in their operating methods.

Calver Parish Council
2021