



Newcastle Higher Community Council
Cyngor Cymuned Castellnewydd Uwch

Aberkenfig Woodland maintenance Contract

Request for quotation: 21st February 2022

Date to return: 7th March 2022

Contract to be awarded by:

Newcastle Higher Community Council

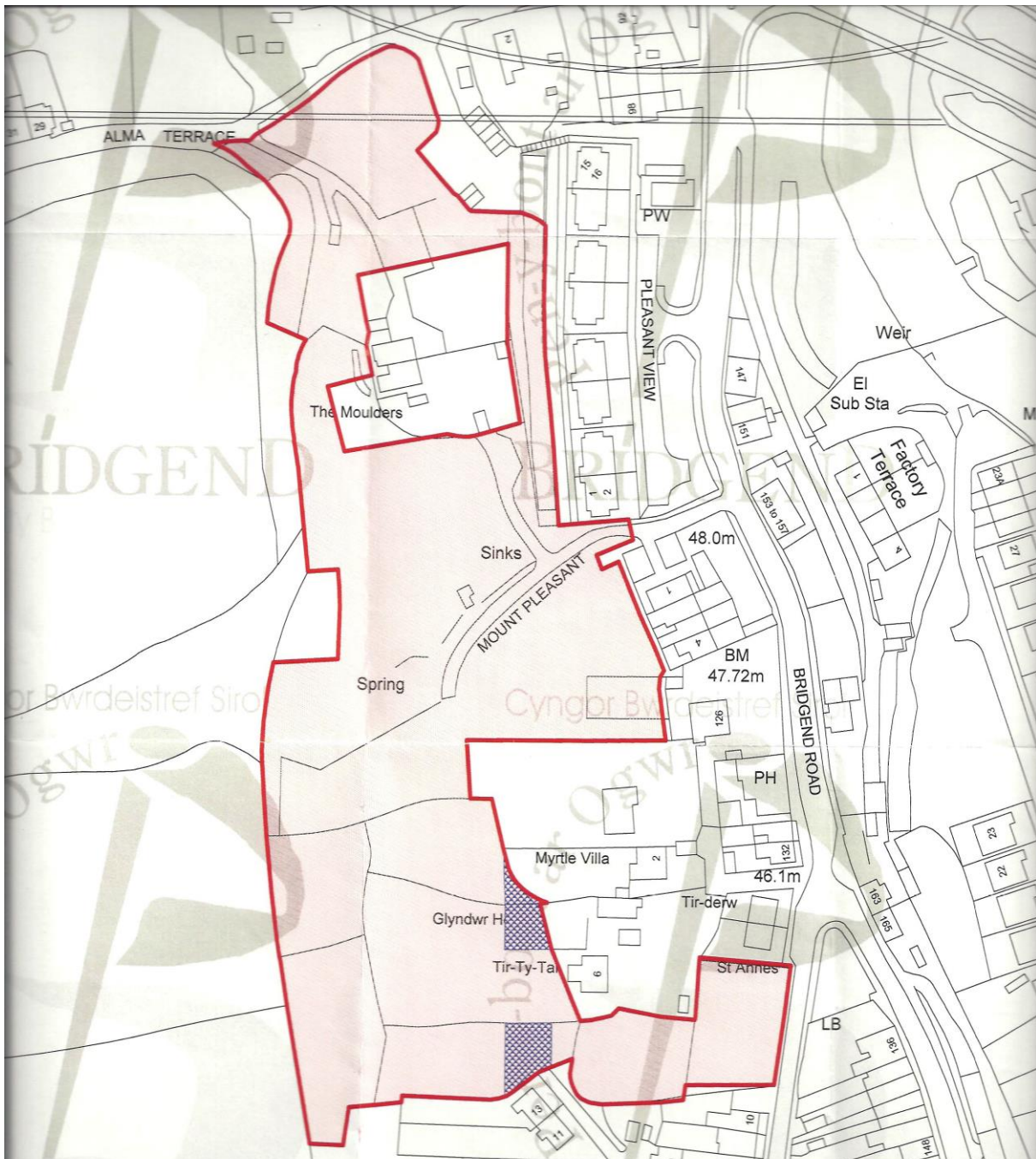
Request for quotation

NHCC (Newcastle Higher Community Council) is a small Community Council covering the villages of Aberkenfig and Pen-y-fai in Bridgend County Borough.

Locally known as 'Aberkenfig Woodland', it is the community woodland space surrounded by hedgerow and trees. It is used regularly by the community for dog walking, and young adults for walks.

The field and accompanying car park is leased from Bridgend County Borough Council.

Location



Grounds Maintenance

The overall purpose is to provide a clean, tidy and well-maintained grounds that reflects good horticultural and environmental practices. All work shall consequently be carried out and timed in such a way as to leave the site in a well maintained, safe and tidy condition at all times.

We are expecting that there may be several visits per annum, likely to be during the months April - March. There will also be a need to cut hedges surrounding the main entrance at least once per annum.

Request for quote (RFQ)

You are asked to submit a quote with itemized costings for the necessary work to be undertaken to deliver the contract. Your proposal should include:

- Details of qualifications and experience
- Examples of previous /similar work and/or references
- Note equipment owned and/or available
- Detail any Licenses you hold for equipment / machinery usage and any product licenses
- Confirmation you undertake and will provide risk assessments and method statements
- Detail of what your suggested parks and woodland maintenance schedule will cover.

1. Aberkenfig Woodland

Please provide :

- Detail of what your suggested maintenance schedule.
- Cost for annual contract with a number of visits to the woodland per year. Mainly throughout the summer months.
- Cutting of a small patch of grassed area situated at the entrance to the woodland
- Litter picking across the whole area of 2.14 acres.
- Regular inspection during winter months.
- General maintenance of the paths, to include cutting back of brambles, trees, weeds and foliage.
- 1 hedgerow maintenance per annum
- Cost per grass cut and litter picking (if we need additional to 13 per annum)
- Cost per hedgerow maintenance (if we need additional to 1 per annum)

Timeline / Deadlines:

| | |
|--|--------------------------------|
| Submission of proposal by the: | 7 th March 2022 |
| Contract Awarded for Pheasant Field | By 14 th March 2022 |
| <i>First Cut to be completed on Pheasant Field</i> | April 2022 |

Please provide the following information with your response:

Company name and Registration number where applicable

Contact name, email, phone number and address

VAT registration Number if applicable

Confirmation of Public liability insurance

Submission of proposal

For any queries, please contact Adam Davies, The Clerk
All quotations should be received by the 7th March 2022 to
clerknewcastlehighercc@gmail.com