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Tender

Grounds Maintenance Services

Uplyme Parish Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-007286

Procurement identifier (OCID): ocds-h6vhtk-04e818 ([view related notices](#))

Published 26 February 2025, 1:11pm

Scope

Description

- Regular mowing and trimming of grassed areas at Millennium Copse, Stafford Mount, Cemetery and playground
- Hedge and shrub maintenance
- Flower bed planting and maintenance at Stafford Mount
- Litter picking and waste removal
- Seasonal planting and decorative arrangements
- Playground surfacing inspection and maintenance

Uplyme Cemetery

(approx 6800sq metres including surrounding hedges and vegetation)

Annual cost paid monthly

Special attention is needed to keep this area attractive for relatives of the deceased.

1. Grass around headstones/vases to be kept tidy. Note that memorials are the responsibility of the relatives. Floral tributes or plants are not supposed to be placed on the grass in the new part of the cemetery (the north side), with the exception of recent burials where the grave has not yet been made up. However, the Contractor is expected to use discretion especially at Easter and Christmas. Also note that the older part of the Cemetery (the south side) has some kerbed memorials that require strimming around.
2. Yew trees at the entrance to be kept under control, and pruning/feeding/ mulching of shrubs as necessary to keep them in good order.
3. Daffodil leaves alongside paths not to be cut for a month after flowering.
4. All waste vegetation to be composted in the compound and removed at suitable intervals.
5. Rubbish bins to be regularly emptied into sacks provided by the Parish Clerk and placed outside the northern gate for collection.
6. Footpath from school gate running along back of cemetery to field gate to be strimmed at least twice a year to keep down nettles and vegetation.

Millennium Copse

(approx 3500sq metres including surrounding hedges and vegetation)

Ad Hoc on request and cost

1. Main internal grass to be kept to a reasonable height for a meadow with a cut at least twice per year
2. Weeds and Brambles to be removed and suppressed as needed.
3. PRow to be kept accessible and to a reasonable path growth for accessibility
4. Borders to be cut to a low level up to markers surrounding the Copse

Grass strips adjacent to Lyme Road near Uplyme War Memorial

(approx 120sq metres including surrounding vegetation and paths)

Annual cost paid monthly

Note: Grass surrounding war memorial is (currently) mown by the Barnes Meadow

Contractor.

1. To be kept swept and tidy and clear of any growth. If spraying is required then the Clerk should be contacted.
2. Additional maintenance work to be carried out no more than 48 hours prior to each Remembrance Sunday to ensure that the area is presented to the standard required of a public ceremony. At this point, the old tributes should be removed and disposed of.
3. To maintain and cut 3 x grass verges adjacent to the war memorial.

Stafford Mount Gardens

(approx 250sq metres including borders, surrounding hedges and vegetation)

Annual cost paid monthly

1. Vegetation overhanging/bordering paths to be kept cut back to allow free passage.
2. Flowerbeds to be kept weeded at regular intervals.
3. Any tree branches to be cut if lower than 2 metres above ground level.

Uplyme Playground

(approx 1000sq metres including borders, surrounding hedges and vegetation)

Annual cost paid monthly

Safety is the most important aspect of the Contractor's work in this area, although attention needs to be paid to allowing children to play in a pleasant and clean environment.

1. All wetpour safety surfaces to be regularly brushed, and kept clear of growth, especially during wet periods.
2. Cut grass on regular basis.
3. Clear litter.
4. Report any damages and/or animal damage to area.

Grass triangle at Church St/Pound Lane

(approx 150sq metres including surrounding vegetation and paths)

Annual cost paid monthly

1. Care to be taken of daffodil bulbs in spring, and leaves not cut for a month after flowering.
2. Edges to be kept strimmed especially at narrow part in Church St.

Bus Shelters

Annual cost paid monthly

1. Talbot Arms bus shelter: to be inspected regularly and rubbish removed.
2. Bus shelter (Stafford Mount) opposite Whalley Lane: to be swept regularly, and to be kept clear of ivy and other invasive growth.

Grass Verge Lyme Road (opposite Tappers Knapp)

Annual cost paid monthly

1. Maintenance of borders throughout the year at: Lyme Road border outside bungalow below (Lydeall house)

Hedge, Lyme Road (opposite side of Talbot Arms)

(approx 70 metres long including verge)

Annual cost paid monthly

1. Cut and trim hedge between Tennis Court - playground and Lyme Road from Village Hall down to River Lim

Commercial tool

Establishes a framework

Total value (estimated)

- £40,000 excluding VAT

- £50,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 April 2025 to 31 March 2030
- Possible extension to 31 March 2032
- 7 years

Description of possible extension:

Should the need for grounds maintenance continue at the Council-owned assets and the contractual needs remain the same, the Council will consider an extension on the same terms.

Options

The right to additional purchases while the contract is valid.

Weed spraying (other than moss removal in the playground), annual clearance of weeds and wildmeadow area at Millennium Copse, larger shrub/weed removal by hand as a one-off task and or ancillary one-off tasks which will be charged per hour or with a need for hired equipment.

Spraying

Ad Hoc on request

1. Weed control by spraying will be requested ad hoc at the rate for the job needed, e.g. what type of chemicals should be used.
2. The minimum rate for weed removal chemical spraying in agreement with the Maintenance supervisor, clerk and the contractor will be costed per hour depending on the chemical needed and the proposed area and weed type.

Main procurement category

Services

CPV classifications

- 77314000 - Grounds maintenance services

Contract locations

- UKK25 - Dorset
- UKK43 - Devon CC

Framework

Maximum number of suppliers

Unlimited

Maximum percentage fee charged to suppliers

0%

Framework operation description

None

Award method when using the framework

With competition

Contracting authorities that may use the framework

Establishing party only

Participation

This procurement is reserved for

- Suppliers from Devon
- Small and medium-sized enterprises (SMEs) and voluntary, community and social enterprises (VCSEs)

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

3 March 2025, 3:00pm

Tender submission deadline

23 March 2025, 12:00pm

Submission address and any special instructions

<https://www.uplymeparishcouncil.gov.uk/> see invitation to Tender for further information.

Tenders may be submitted electronically

Yes

Award criteria

Tenders will be evaluated based on the following criteria:

- Quality and comprehensiveness of the proposed work plan
- Relevant experience and qualifications
- Cost-effectiveness of the tender

- Commitment to health and safety
- References from previous clients

Procedure

Procedure type

Below threshold - open competition

Documents

Associated tender documents

[Invitation to Tender - GM services Apr 2025.pdf](#)

Closing date for applications is 12noon on 6th March 2024 with all supporting documents included - see Invitation to Tender file for further information. Late submissions will not be accepted.

Contracting authority

Uplyme Parish Council

- Public Procurement Organisation Number: PPMV-7261-MJGR

Uplyme Village Hall, Lyme Road

Lyme Regis

DT7 3UY

United Kingdom

Contact name: Zishan Adamson-Drage

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Region: UKK43 - Devon CC

Organisation type: Public authority - sub-central government