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Tender

Grounds Maintenance Contract 4 year period from April 2025

Crowthorne Parish Council

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

Notice identifier: 2025/S 000-012491

Procurement identifier (OCID): ocds-h6vhtk-04fbe2 ([view related notices](#))

Published 2 April 2025, 12:32pm

Scope

Reference

Grounds Maintenance Tender

Description

Contractors are invited to tender for the Grounds Maintenance Contract for Crowthorne Parish Council in Berkshire for a 4 year period from April 2025.

The sites to be maintained are:-

The Morgan Recreation Ground (including football pitch)

Circle Hill Woods

The Walter recreation Ground

THE TENDER PROCESS

Site visits

Contractors are warmly invited to attend a site tour with Council's Senior Projects, Events, Parks and Countryside Officer, Liz Turkington, and Council's Groundsman, Paul Chase, on one of the

following dates and times in order to fully understand the scope and specification of works required:-

Tuesday 22 April 10 am - meet at bottom of car park steps in the Morgan Recreation Ground car park, Lower Broadmoor Road, Crowthorne RG45 7LA

///what3words location ///mouse.card.grades

Thursday 24 April 10 am - meet at bottom of car park steps in the Morgan Recreation Ground car park, Lower Broadmoor Road, Crowthorne RG45 7LA

///what3words location ///mouse.card.grades

Although pre-booking is not required it would be helpful if you could email projects@crowthorne-pc.gov.uk in advance so we know to expect you.

Free car parking is available on site and in the road bays alongside the Morgan Recreation Ground.

The tour will commence at the Morgan Recreation Ground and contractors and Council staff will then walk to the Circle Hill and Walter Recreation Ground for the tour there.

Site tours are not a pre-requisite for participating in the tender process although contractors will be required to honour their quote if the contract is awarded to them.

Format of submission

The tenders must be submitted in line with provisions outlined in Part 5 and Appendix 1 of the CPC Financial Regulations - extracts included in this pack for ease of reference.

Council has agreed that tenders must be submitted electronically, via email, for this contract to clerk@crowthorne-pc.gov.uk clearly stating the following in the subject line 'Tender for Grounds

Maintenance Contract' and be received by 12 noon, Monday 28 April 2025.

Full specification in documents attached.

Total value (estimated)

- £15,000 excluding VAT
- £18,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 June 2025 to 31 March 2029
- Possible extension to 31 March 2030
- 4 years, 10 months

Description of possible extension:

If Council is happy with the service and contractor pricing at the end of the initial contract period, the contract may be extended for a year.

Main procurement category

Services

CPV classifications

- 77300000 - Horticultural services
- 92000000 - Recreational, cultural and sporting services

Contract locations

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)

Participation

This procurement is reserved for

UK suppliers

Conditions of participation

The nature of this contract is for grounds maintenance in parks and open spaces in Crowthorne, Berkshire, UK. The contractor must be locally based in order to deliver these services.

Particular suitability

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

Submission

Tender submission deadline

28 April 2025, 12:00pm

Submission address and any special instructions

Tenders must be submitted electronically via email to clerk@crowthorne-pc.gov.uk and not via the website.

<https://www.crowthorne-pc.gov.uk/index.php> is Crowthorne Parish Council's website.

Tenders may be submitted electronically

Yes

Award criteria

The criteria are clearly outlined in the tender pack.

Procedure

Procedure type

Below threshold - open competition

Special regime

Light touch

Documents

Associated tender documents

[tender grounds contract 2025 FINAL.pdf](#)

Tender pack for Crowthorne Parish Council's grounds maintenance works from 20205-2029

[Grounds Maintenance schedule 25-26 FINAL.xlsx](#)

Grounds maintenance schedule with full specification of works required for each site (4 tabs on Excel spreadsheet) - this document must be completed in full with costings for all elements of work and submitted with the other paperwork required to enter into the tendering process.

Contracting authority

Crowthorne Parish Council

- Public Procurement Organisation Number: PMQQ-9366-DLLX

The Morgan Centre, Wellington Road

Crowthorne

RG45 7LD

United Kingdom

Contact name: Grounds Maintenance Contract

Telephone: 01344771251

Email: clerk@crowthorne-pc.gov.uk

Website: <https://www.crowthorne-pc.gov.uk/index.php>

Region: UKJ11 - Berkshire

Organisation type: Public authority - sub-central government