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Tender

## **Grass Cutting and Hedge-cutting Tender - Cemetery, Churchyard and Verges**

Mareham le Fen Parish Council

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

Notice identifier: 2025/S 000-015108

Procurement identifier (OCID): ocds-h6vhtk-0502e9

Published 14 April 2025, 8:10pm

### **Scope**

### **Reference**

MLFPC1/2025

### **Description**

Mareham le Fen Parish Council, Lincolnshire seeks contractors to provide a grass-cutting service for the Cemetery, Churchyard and road and path verges throughout the village. Plus periodic hedge cutting around the Cemetery and Churchyard during the growing season. A contract starting in May 2025 until late-October 2025 is available with the potential for one annual extension until 31 October 2026. The contract is broken down into 4 lots based on the frequency and equipment that may be required for each part.

### **Total value (estimated)**

- £34,000 including VAT

Below the relevant threshold

### **Contract dates (estimated)**

- 1 May 2025 to 31 October 2025
- Possible extension to 31 October 2026
- 1 year, 6 months

Description of possible extension:

In the event that the parish council considers that the contracted work has been satisfactory, market conditions suit an extension or there are circumstances that would limit the ability of the parish council to tender for the work. Mutual consent to the extension would be required.

### **Options**

The right to additional purchases while the contract is valid.

Additional cuts due to local events, the growing season and weather situation.

### **Main procurement category**

Services

### **Contract locations**

- UKF3 - Lincolnshire

**Not the same for all lots**

CPV classifications are shown in Lot sections, because they are not the same for all lots.

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## **Lot A. Cemetery and Cemetery Extension**

### **Description**

All grass areas to be cut every two weeks from late-April/early-May to late October ready for Remembrance Day service at the War Memorial. More cuts may be required during the peak growing period as agreed with the Parish Clerk. Part of the Cemetery may have a 'no-mow' or limited cutting during the growing season as part of the Council's biodiversity policy and this chosen area will be identified to the contractor.

All fences and boundaries to be strimmed along. To include strimming around/under benches, gateways, memorials and other obstructions

All paths around the grassed areas to be cleaned by sweeping or with a blower after each cut. All paths to be straight edged and kept weed free.

All grass/cuttings may be stored in the compost bin area and removed from site as required (as the concrete bins fill up).

The Cemetery extension area (the uncultivated area behind the main Cemetery hedge) should be kept trimmed and weeds kept under control throughout the contract.

### **Lot value (estimated)**

- £6,000 including VAT

### **CPV classifications**

- 77314000 - Grounds maintenance services

## **Same for all lots**

Contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

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## **Lot B. St Helen's Church, Mareham le Fen Churchyard**

### **Description**

All grass areas to be cut every two weeks from late April - October. More cuts may be required during the peak growing period as agreed with the Parish Clerk.

All church walls and boundaries to be strimmed along.

God's Acre - Wild Flower Meadow in the churchyard must not be cut until September.

To include strimming around/ under benches, gateways, memorials and other obstructions.

All paths around the grassed areas to be cleaned by sweeping or with a blower after each cut.

All paths to be straight-edged and kept weed free.

All grass/ cuttings to be removed from the site as required.

### **Lot value (estimated)**

- £2,000 including VAT

### **CPV classifications**

- 77314000 - Grounds maintenance services

## **Same for all lots**

Contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

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## **Lot C. Grass verges along roads, along pavements, paths and residential area verges**

### **Description**

All grass verges identified on the maps must be cut two-weekly late-April/early-May until late-October.

Cuts should be two weeks apart and no more than four weeks apart.

Flail, mower or strimming may be used to achieve the specified standard of cut.

The cutting of grass verges in this Lot has been delegated to Mareham le Fen Parish Council under the annual Lincolnshire County Council Parish Highways Agreement. Detailed maps are provided to ensure all the areas covered by the agreement are cut. There are approximately 16,000 square metres to be cut.

To include strimming around/ under benches, gateways and other obstructions.

All paths around the grassed areas to be cleaned by sweeping or with a blower after each cut.

The cutting of verges in this Lot has been delegated to Mareham le Fen Parish Council under the annual Lincolnshire County Council Parish Highways Agreement. Detailed maps are provided to ensure all the areas covered by the agreement are cut.

Lincolnshire County Council provides a document called 'H3 Verge Mowing by Parishes'. Contractors must be aware of this document and ensure that they comply with its provisions.

### **Lot value (estimated)**

- £24,000 including VAT

### **CPV classifications**

- 77314000 - Grounds maintenance services

### **Same for all lots**

Contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

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## **Lot D. Hedge Cutting and trimming around St Helen's Church churchyard and Mareham le Fen Cemetery**

### **Description**

The contractor is expected to keep the hedges trimmed and in good shape around these two sites. The hedges must not block the public footpaths alongside the churchyard. The hedges in the Cemetery must not obstruct or damage Memorials or block easy passage.

It is expected that two cuts will be undertaken during the growing season. Preferably avoiding any bird nesting period.

All hedge trimming and cuttings must be removed by the contractor immediately after being cut.

### **Lot value (estimated)**

- £2,000 including VAT

## **CPV classifications**

- 77342000 - Hedge trimming

## **Same for all lots**

Contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

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## **Participation**

### **This procurement is reserved for**

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

## **Particular suitability**

**Lot A. Cemetery and Cemetery Extension**

**Lot B. St Helen's Church, Mareham le Fen Churchyard**

**Lot C. Grass verges along roads, along pavements, paths and residential area verges**

**Lot D. Hedge Cutting and trimming around St Helen's Church churchyard and Mareham le Fen Cemetery**

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

### Enquiry deadline

22 April 2025, 5:00pm

### Tender submission deadline

25 April 2025, 12:00pm

### Submission address and any special instructions

<https://mareham-le-fen.parish.lincolnshire.gov.uk/downloads/download/10/grass-cutting-invitation-to-tender-2025>

Email: [grass-cuttingcontracts@marehamlefen-pc.gov.uk](mailto:grass-cuttingcontracts@marehamlefen-pc.gov.uk)

Postal Address: Mareham le Fen Parish Council, C/O Linghall Farm, Sandy Bank, New York, Lincoln. LN4 4YG.

### Tenders may be submitted electronically

Yes

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### Award criteria

- a) Price per cut for each lot.
- b) Questionnaire about the business.
- c) Satisfactory business references. Previous satisfactory performance. Experience. Suitably equipped and trained.

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## Procedure

### Procedure type

Below threshold - open competition

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## Documents

### Associated tender documents

[Grass cutting specification 2025 App A-D.pdf](#)

Grass-cutting Specification

[Grass cutting tender and response appendices - March 2025.docx](#)

Form of tender and quotations.

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## Contracting authority

**Mareham le Fen Parish Council**

- Public Procurement Organisation Number: PVTW-2825-GBWY

C/O LINGHALL FARM

LINCOLN

LN4 4YG

United Kingdom

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Website: <https://mareham-le-fen.parish.lincolnshire.gov.uk/>

Region: UKF30 - Lincolnshire

Organisation type: Public authority - sub-central government