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Tender

Pump Track Design and Construction

Cringleford Parish Council

F02: Contract notice

Notice identifier: 2025/S 000-018505

Procurement identifier (OCID): ocds-h6vhtk-050b95

Published 1 May 2025, 3:23pm

Section I: Contracting authority

I.1) Name and addresses

Cringleford Parish Council

The Willow Centre, Willowcroft Way, Cringleford

Norwich

NR47JJ

Contact

Sonya Blythe

Email

clerk@cringlefordpc.org.uk

Telephone

+44 1603250198

Country

United Kingdom

Region code

UKH17 - Breckland and South Norfolk

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

<http://www.cringelfordpc.org.uk>

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<http://www.cringelfordpc.org.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://www.cringelfordpc.org.uk>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Recreation, culture and religion

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Pump Track Design and Construction

Reference number

CPC - pump track

II.1.2) Main CPV code

- 45212140 - Recreation installation

II.1.3) Type of contract

Works

II.1.4) Short description

Cringleford Town Council (CPC), located within the South Norfolk Council district, is seeking to appoint a contractor to manage the planning process, design and the installation of a Pump Track at The Willow Centre (TWC), NR4 7JJ.

The track needs to be designed to accommodate mountain bikes, BMX bikes, skateboards, micro scooters & rollerblades. The programme of work will be in two phases, with a break clause in case planning permission is not granted

II.1.5) Estimated total value

Value excluding VAT: £1

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 45212140 - Recreation installation

II.2.3) Place of performance

NUTS codes

- 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)

Main site or place of performance

The Willow Centre, Cringleford, Norwich. NR4 7JJ

II.2.4) Description of the procurement

Brief

The track needs to be designed to accommodate mountain bikes, BMX bikes, skateboards, micro scooters & rollerblades. The programme of work will be in two phases, with a break clause in case planning permission is not granted.

1. CPC require quotes from companies suitably experienced in such work, to draft and submit design proposals. The quote should also include submitting an appropriate planning application to South Norfolk Council to construct a pump track on TWC field. The work to complete Phase 1 must include providing a quote for the pump track, and the planning application, including responding to technical enquiries from the Planning Authority.

2. If planning permission is granted, the chosen company will be required to project manage and build the pump track, within timescales and budget agreed with CPC, as Phase 2 of the project. The build must take into account any conditions placed on the project by the Planning Authority.

From earlier feasibility, below is the required location, surface and the basic shape of the track.

Pump Track Specification:

- Tarmac Surface
- Split Track Design
- Elevated start platforms
- Suitable for all user levels
- Marked direction and lane arrows
- Track footprint approximately 30 x 50m
- Track design can include a variety of straights, corners, jumps and obstacles, but must be a width of at least two metres

Requirements

The successful company will be expected to:

1. Attend a site visit with Councillors to agree exact location of pump track.
2. Produce and provide technical and scaled drawings of the pump track to Council. Provide documentation and liaise with the Parish Clerk to assist with grant applications to support the build.
3. With Council approval, submit the planning documentation to the Planning Authority, and respond to enquiries where required.
4. Attend regular progress meetings as agreed by the company and the Clerk.
5. The work is to be completed within a set timeframe agreed between the Parish Council and the company.

Quote

The fee for the project and all management associated with the works will be determined, agreed and fixed. This fee will be inclusive of all costs associated with staffing, planning submission, travel, materials and build , and any other associated costs. Payment will be staged and depend on completion of key phases of whole programme in accordance with the specification.

Quotes required at time of tender application:

1 - To draft and submit planning application documentation to the Planning Authority, within CPC's requirements, responding to enquiries from the Authority where required.

2 - To quote for a pump track, to include all materials, surfacing, ground works, and making good. Quote broken down into categories such as planning, materials, and construction.

3 - To construct a pump track in accordance with the planning permission

Additional information required at time of tender application:

1 - Details of Warranty

2 - Company's current lead time

3 - Timetable for programme split into Phase 1 and 2

4 - Copy of public liability insurance

5 - H&S risk assessment.

6 - Duration of quote

7 - Details of construction area and access required.

Please return your quote to the Parish Clerk clerk@cringlefordpc.org.uk by midday on 16 June 2025.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in days

10

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Happy to discuss options for design such as number of jumps and turns

II.2.14) Additional information

Closing date/time:

Midday, 16 June 2025

Decision by:

End July 2025

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Technical information on brief.

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

16 June 2025

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Tender must be valid until: 1 February 2026

IV.2.7) Conditions for opening of tenders

Date

17 June 2025

Local time

9:00am

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Sonya Blythe

The Willow Centre, 1-13 Willowcroft Way

Norwich

NR4 7JJ

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