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Tender

## **Tender for provision of Garden Maintenance**

CROSBY HOUSING ASSOCIATION

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

Notice identifier: 2025/S 000-037220

Procurement identifier (OCID): ocds-h6vhtk-05588e ([view related notices](#))

Published 3 July 2025, 4:08pm

### **Scope**

#### **Description**

March to October inclusive (growing season):

Commencing start of March through to the end of October, twice monthly intervals; 16 visits in all:

##### a) Grassed Areas

Lawn areas should be cleared of any articles/rubbish or debris prior to cutting.

On each visit the grass should be cut, and all cuttings removed from the site. For each visit during the growing season, all lawn edges abutting foot-paths, walls and beds are to be strimmed, including the use of long handled shearers were required.

Any incidents of repeated dog fouling, must be reported to CHA.

Note: Herbicides should not be used for this purpose and all waste must be removed from site and not disposed into residential bins.

##### b) Bedded Areas

Litter pick, weed and tidy all bedded areas thoroughly at each visit during the growing season. Extreme care should be taken not to destroy plants, shrubs or lawn edges when applying weed killers.

Note: If weed killer is used for selective purposes, weeds must be removed from site during the next visit.

Bedded areas are to be forked, hoed and edged as necessary to ensure adequate soil aeration and to maintain a clearly defined boundary to the grassed areas. Bedded areas covered with bark should be spot weed-kill treated.

#### c) Pruning

Where required, all dead wood and suckers should be cut out cleanly and shrubs pruned, trimmed, thinned out, shaped and tied- in as necessary, according to its kind, species and variety.

Pruning should be carried out in such a way as not to change the natural habitat of the plant.

Any shrubs or trees which overhang public and private roads and foot-paths are to be kept at a minimum height as required by the Local Authority by-laws to ensure unobstructed passage. Encroaching growth around window and door openings is to be trimmed back to a suitable height and distance.

All shrubs and hedges should be trimmed and maintained to original shape during the growing season and all trimmings collected and removed from site.

#### d) Trees

Undertake inspection of trees on alternate visits throughout the growing season. Where required the base of trees are to be kept weed and fallen fruit free. Tree ties and stakes are to be checked and adjusted, if required. Tree stakes are to be removed if support for the tree is no longer necessary.

Any trees of a dangerous or diseased nature or which require works to their canopy are to be notified to the client / agent immediately in writing.

#### e) Hard - Standing Areas, including footpaths, roadways car- parks and yards

Clear and remove all litter and debris, including leaves, broken glass etc. from the site during each visit. This includes the reporting of dog fouling to CHA.

Treat any weeds or moss to these areas with residual weed killer ensuring no lawn

edges or planting is affected.

Note: Treated weeds are to be removed from site no later than the next visit.

November to February inclusive (winter season):

Carry out 2 visits during this period. The timing of the visits will be as required and dependent on the prevailing seasonal conditions, i.e. mild/severe.

a) Grassed Areas

Rake off and remove any accumulation of debris, including leaves, litter etc and remove from site.

b) Bedded Areas

Remove all debris from the bedded areas and borders, including leaves and litter.

Fork over all bedded areas and borders to facilitate beneficial frost action.

c) Hard - Standing Areas, including footpaths, roadways car - parks and yards.

Clear and remove all litter and debris, including leaves, broken glass etc. from the site during each visit.

d) Protected Species

All trees, shrubberies, plants and wild life where identified as protected, must be shielded/protected as necessary whilst carrying out all works.

1. Tree preservation orders (TPO)

2. Bluebells

3. Hawthornes and hollies etc

Tenant Feedback

High customer satisfaction with the service is important to us and the service provider should set out how it will collect, record and share customer feedback with CHA.

Some examples of how this is collected in other areas includes feedback gathered via QR code surveys, paper forms, or email links provided in advance. However, other methods may be used so long as there is a level of accountability to demonstrate that the provider

has not solicited only positive reviews or filtered any of feedback.

All tenant feedback must be shared with Crosby Housing Association without modification.

#### Additional Works

During visits to the site, the contractor is to bring to the attention of Crosby Housing Association any work outside of the specification, which they consider necessary.

Upon request the contractor will be required to provide estimates for undertaking any such works.

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

- £40,000 excluding VAT
- £48,000 including VAT

Below the relevant threshold

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

- 1 October 2025 to 30 September 2028
- 3 years

#### **Main procurement category**

Services

#### **CPV classifications**

- 77314000 - Grounds maintenance services

## **Contract locations**

- UKD73 - Sefton

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## **Submission**

### **Tender submission deadline**

7 August 2025, 5:00pm

### **Submission address and any special instructions**

[www.crosbyhousing.org.uk/GM-tender](http://www.crosbyhousing.org.uk/GM-tender)

It is essential that Tenders and associated price schedules are submitted no later than 5pm on Thursday 7 August 2025, by email to [procurement@crosby-ha.org.uk](mailto:procurement@crosby-ha.org.uk).

All tender documents must be password protected. The password should be sent separately to the same email address on Friday 8 August 2025.

### **Tenders may be submitted electronically**

Yes

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## **Award criteria**

Service Provider who can fulfil the most elements of the specification whilst providing the best value service. As a social landlord, it is imperative we get the best value for money for our tenants as possible.

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## **Procedure**

### **Procedure type**

Below threshold - open competition

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## **Documents**

### **Associated tender documents**

<http://www.crosbyhousing.org.uk/GM-tender>

### **Technical specifications to be met**

<http://www.crosbyhousing.org.uk/GM-tender>

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## **Contracting authority**

**CROSBY HOUSING ASSOCIATION**

- Companies House: IP19175R
- Public Procurement Organisation Number: PZRP-2485-NLZX

10 Church Road

Liverpool

L22 5NB

United Kingdom

Email: [procurement@crosby-ha.org.uk](mailto:procurement@crosby-ha.org.uk)

Website: <http://www.crosbyhousing.org.uk>

Region: UKD73 - Sefton

Organisation type: Public authority - central government