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Tender

MULTI USE GAMES AREA FOR HARDINGS PARK GILLINGHAM DORSET SP8 4HX

Gillingham Town Council

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

Notice identifier: 2025/S 000-082793

Procurement identifier (OCID): ocds-h6vhtk-05f575

Published 15 December 2025, 10:42am

Scope

Reference

Project Ref: GTC/2025/03

Description

THE PROJECT

Gillingham Town Council invites tenders from suitably qualified contractors for the construction of a new Multi-Use Games Area (MUGA) at Hardings Park, Gillingham. The works will include installation of a tarmac sports surface, drainage infrastructure, perimeter fencing, sports line markings, LED floodlighting, and associated access improvements. The project must meet Sport England design principles, relevant British Standards, and planning conditions. Sustainable construction practices and inclusive design are essential requirements.

Background and Objective

Gillingham Town Council is undertaking this development to enhance community sport

and recreation facilities in response to local demand. The MUGA will support multiple sports, including tennis, netball, and 5-a-side football. The selected contractor will deliver a high-quality, durable, and accessible facility with integrated lighting, line markings, and fencing to ensure safe, multi-sport use throughout the year.

Location and Site Plan

Hardings Park, Hardings Lane, Gillingham, Dorset SP8 4HX

Scope of Services

The scope of work will include but is not limited to:

- Site preparation and groundworks, including excavation and sub-base formation
- Construction of a 70m x 40m tarmac MUGA with slip-resistant acrylic coating
- Sports line markings for tennis, netball, and 5-a-side football
- Installation of 3m high perimeter weldmesh fencing with gates and divider netting
- Installation of 4x LED floodlights on 6m steel columns with controls
- Surface water drainage including perimeter French drains
- Access improvements including tarmac link paths and inclusive entry points
- Provision and installation of sports equipment
- Site safety, signage, and construction phase health and safety compliance
- Coordination with planning conditions, utilities, and community stakeholders
- Project management and quality assurance throughout construction

Note: All works are subject to obtaining full planning approval.

TENDER SPECIFICATIONS

MUGA Dimensions

Total MUGA Area: 70m x 40m = 2,800m²

Excavate footprint and create a uniform plateau with pitch gradient in line with Sport

England. Install geo-textile membrane and MOT Type 1 or Type 3 stone aggregates

Surface Finish

- Surface for all-weather, multi-sport use, slip-resistant (porus bitmac (tarmac) base layer followed by supersport porus macadam layer two-tone (e.g. dark green court with red surrounds)
- Sports line marking for:
 - 4 x Netball courts (yellow lines)
 - 4 x Tennis courts (white lines)
 - 2 x 5-a-side football pitches (blue lines)

Perimeter Fencing

- Weldmesh fencing: 3m high, galvanised and powder-coated
- One set of 3m wide double leaf gates
- One single access gates for pedestrians/emergency access
- All gates to be lockable and comply with RoSPA safety standards

Floodlighting

- 4x LED sports floodlights mounted on 6m steel columns
- Average LUX level of 200 maintained across the playing surface
- Control panel with timer override and manual control
- Wiring to be installed in underground ducting, with all necessary electrical certification provided on completion

Sports Equipment

- Divider netting system between the two 5-a-side football pitches, retractable or fixed, for safe and separate play
- Netball: 8 x removable galvanised netball posts and sockets

- Tennis: 4 x central nets with tension wire and removable posts
- Football: 4 x 3m x 2m galvanised steel goals with wheels and nets

Drainage

- Perimeter French drain system with appropriate outlets
- Surface gradient for free drainage (1:100 slope)
- All drainage to comply with SUDS requirements

Access & Pathways

- Link path: 1.2m wide tarmac access pathway to the MUGA from Riversmeet
- Drop kerbs and level thresholds to allow for inclusive access

Warranties & Maintenance

- Minimum 5-year warranty on all surfacing and structural works
- Manufacturer's warranty certificates for all installed equipment
- Maintenance schedule and surface care guidance to be provided.

REQUIREMENTS

This section sets out the requirements of Gillingham Town Council in terms of the delivery of the contract.

Health and Safety

The contractor will ensure that all activities are carried out in accordance with existing Health and Safety regulations, in particular, but not limited to, the following:

- Health and Safety at Work etc Act 1974
- Management of Health and Safety at Work Regulations 1999
- Provision and Use of Work Equipment Regulations 1998

The successful contractor will be required to satisfy Gillingham Town Council as to the knowledge, understanding and compliance with these regulations. Spot checks may be

carried out by an authorised officer while work is being carried out. Machinery should be operated by suitably qualified and experienced workers. Contractor staff should wear the required personal protective equipment (PPE) when required.

The contractor should inform Gillingham Town Council of any unsafe feature or any matter of concern.

The contractor is to be responsible for the Health and Safety of their employees/sub-contractors and the public liability towards the general public. Evidence of licences and compliant health and safety training must be made available to Gillingham Town Council.

The contractor is to keep a record of all risk assessments and to supply a copy to the Gillingham Town Council upon request.

The contractor is to ensure that all staff have the relevant training and ability to carry out the tasks set out on the specification.

The contractor must provide site signage and barriers. Protection of public routes is essential.

Insurance

The contractor is to put in place and maintain its own public liability and professional indemnity insurance.

Standards

All plans and associated documentation must meet the requirements of the local planning authority and the Environment Agency.

The contractor will supervise their employees/sub-contractors to ensure that they perform their duties in a way that reflects positively on Gillingham Town Council as the commissioning organisation. This may, on occasion, necessitate the need for spot checking by a manager or equivalent.

The contractor is to ensure that all employees/sub-contractors have the relevant training and ability to carry out the tasks set out on the specification.

Accident Reporting

In the event of an accident, incident, potentially dangerous or dangerous occurrence, the contractor will inform the council within 48 hours of the occurrence.

Precautions to Prevent Nuisance

The contractor shall take all reasonable precautions to prevent nuisance from noise and disturbance during the work.

The contractor shall take all reasonable precautions during the work to prevent damage to property and shall be held responsible for any damage resulting from the work and shall make good such damage at its own expense.

Tools and Plant

The contractor shall provide all equipment and machinery necessary for the required work and will clear away on completion. Equipment and chemicals should always be used in the correct manner and for the correct purpose. Any equipment shall be satisfactorily maintained, and records of maintenance shall be made available for inspection on request.

Pricing

Pricing set out in the tender response shall be final.

Provision of Advice

The contractor is required to provide general advice and recommendations to Gillingham Town Council based on its expertise and knowledge and to alert Gillingham Town Council to any additional requirements not considered in the tender document.

Theft, Breakages and Damages

The appointed contractor shall be responsible for the security and protection of all equipment, materials, and the site throughout the duration of the contract. Any loss, theft, or damage occurring during the works will be at the contractor's expense. The contractor must ensure the site is left safe, secure, and tidy at the end of each working day and that public safety is prioritised at all times.

QUALIFYING INFORMATION

The contractor must demonstrate experience in delivering similar outdoor sports facilities, particularly MUGA installations. Tenders must include:

- Company background and relevant experience
- Three examples of recent similar projects (with client references)
- Confirmation of insurances (public liability and employer's liability)

- Health and safety policy
- Accreditation (e.g., SMAS, SAPCA)
- Outline project programme with estimated duration
- Method Statement for each aspect of the work
- A detailed breakdown of quote
- Completed Risk Assessment Forms
- The completed contractor declaration (copy supplied)
- Any other information relevant to the safe completion of the work

SECTION 6 - SCHEDULE OF WORKS

The works are expected to commence in autumn 2026 and be completed within 12 weeks, subject to weather conditions. A detailed work programme must be submitted with the tender, including key milestones:

- Site mobilisation and set-up
- Groundworks and drainage installation
- Surfacing and acrylic coating
- Fencing and equipment installation
- Electrical and lighting installation
- Final inspection and handover

Total value (estimated)

- £360,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 September 2026 to 31 December 2026
- 4 months

Main procurement category

Works

CPV classifications

- 44100000 - Construction materials and associated items
- 45000000 - Construction work
- 51100000 - Installation services of electrical and mechanical equipment
- 92600000 - 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

Legal and financial capacity conditions of participation

Insurance

The contractor is to put in place and maintain its own public liability and professional indemnity insurance.

Standards

All plans and associated documentation must meet the requirements of the local planning authority and the Environment Agency.

Technical ability conditions of participation

The contractor must demonstrate experience in delivering similar outdoor sports facilities, particularly MUGA installations. Tenders must include:

- Company background and relevant experience
- Three examples of recent similar projects (with client references)
- Confirmation of insurances (public liability and employer's liability)
- Health and safety policy
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The contractor is to keep a record of all risk assessments and to supply a copy to the Gillingham Town Council upon request.

The contractor is to ensure that all staff have the relevant training and ability to carry out the tasks set out on the specification.

The contractor must provide site signage and barriers. Protection of public routes is essential.

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

6 March 2026, 12:00pm

Submission type

Tenders

Tender submission deadline

13 March 2026, 12:30pm

Submission address and any special instructions

Completed tenders must be returned, along with all supporting documents to The Town Clerk, Gillingham Town Council, Town Hall, School Road, Gillingham, Dorset SP8 4QR to be received no later than Friday 13 March 2026.

Tender documents must be sealed in a plain envelope with 'Hardings Lane MUGA Tender Response' written clearly on the front. Tenderers should note that this timetable may be subject to change - any changes will be communicated to all known tenderers as soon as possible.

www.gillinghamdorset-tc.gov.uk

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

26 March 2026

Award criteria

Name	Type	Weighting
Price	Price	30%
Experience	Quality	25%
Quality	Quality	25%
Availability	Cost	20%

Other information**Conflicts assessment prepared/revised**

Yes

Procedure**Procedure type**

Competitive flexible procedure

Competitive flexible procedure description

Gillingham Town Council invites tenders for the construction of a new Multi-Use Games Area (MUGA) at Hardings Park, Gillingham SP8 4HX. This Invitation to Tender outlines the requirements, specification, and evaluation process.

The successful contractor will be expected to complete all works in line with the approved specification, ensuring high standards of quality, safety, and environmental responsibility throughout the contract. All works must comply with relevant planning permissions, British Standards, and health and safety regulations.

Tender Timetable

Completed tenders must be returned, along with all supporting documents to The Town Clerk, Gillingham Town Council, Town Hall, School Road, Gillingham, Dorset SP8 4QR to be received no later than Friday 13 March 2026.

Tender documents must be sealed in a plain envelope with 'Hardings Lane MUGA Tender Response' written clearly on the front. Tenderers should note that this timetable may be subject to change - any changes will be communicated to all known tenderers as soon as possible.

Issue of Invitation to Tender 9 December 2025

Receipt of any queries from prospective tenderers No later than Friday 6 March 2026

Submissions of tenders By 12.30 pm on Friday 13 March 2026

Decision on award of contract by Full Council 23 March 2026

Commencement of work Subject to planning approval September 2026

Completion of work December 2026

Clarifications

Any queries or requests for clarification relating to this tender must be made by email to GTC@gillinghamdorset-tc.gov.uk no later than 6 March 2026. Gillingham Town Council will endeavour, so far as is practical, to respond to all clarifications as soon as possible.

Tender Evaluation

Tenders will be evaluated in accordance with the details specified in this document. Gillingham Town Council does not bind itself to accept the lowest, or indeed any, of the

tenders submitted.

Tenders will be evaluated based on:

Criteria Weighting

Price 30%

Relevant experience 25%

Technical Quality 25%

Project team and availability 20%

Contract Terms

By submitting a tender, tenderers are agreeing to be bound by the terms of this tender document without further negotiation or amendment.

Gillingham Town Council reserves the right to:

- Seek clarification or additional documents in respect of any tender submission.
- Disqualify any tender which has been deemed not to meet the Town Council's requirements.
- Discount evasive, unclear tenders.
- Withdraw this tender at any time or to re-invite tenders on the same or any alternative basis.
- Choose not to award any contract as a result of the procurement process.
- Make whatever changes it sees fit to the timetable, structure or content of the procurement process depending on approvals, processes, or any other reason.

Contract Award

Once the council has reached a decision in respect of the contract award, it will notify all tenderers of its decision as soon as is reasonably practicable.

Disclaimers

While the information contained within this tender document is believed to be correct at

the time of issue, tenderers should not rely on the information and should carry out their own due diligence checks and verify the accuracy of the information.

The council will not accept any liability for its accuracy or completeness, nor with any express or implied warranty given. This exclusion extends to liability in relation to all information including any statement, opinion or conclusion contained in, or any omission from, this tender including its appendices and in respect of any other written or verbal communication transmitted or made available to any tenderer.

Costs

Gillingham Town Council will not be liable for any bid costs, expenditure, work, or effort incurred by a tenderer or any third party acting under instructions from them in proceeding with or participating in this procurement, including if the procurement process is terminated or amended by the council.

Confidentiality of Data

Gillingham Town Council will ensure that the information and data provided by the tenderers is kept strictly confidential and only utilised for the assessment of this tender.

Documents

Associated tender documents

<https://gillinghamdorset-tc.gov.uk/wp-content/uploads/2025/12/Tender-Documents-Hardings-Park-MUGA-.pdf>

Contracting authority

Gillingham Town Council

- Public Procurement Organisation Number: PZPG-5492-JGVH

Town Hall, School Road

Gillingham

SP8 4QR

United Kingdom

Contact name: Jill Ezzard

Telephone: +441747823588

Email: GTC@gillinghamdorset-tc.gov.uk

Website: <http://www.gillinghamdorset-tc.gov.uk>

Region: UKK25 - Dorset

Organisation type: Public authority - sub-central government