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Tender

Cemetery Maintenance Contract

Bilton Parish Council

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

Notice identifier: 2025/S 000-086439

Procurement identifier (OCID): ocds-h6vhtk-05fe2b

Published 30 December 2025, 1:43pm

Scope

Description

Bilton Parish Council invites tenders for the carrying out of cemetery maintenance within the Parish Cemetery and Closed Churchyard.

The schedule of works includes:

18 cuts to main church and adjacent cemetery during the growing period, to include the collection of mower clippings and strimming to all headstones and kerbs. Clippings to be removed from sight.

3 cuts to all hedges - pre, mid and end season prunes are needed, all brash removed from site.

9 cuts to rear grassed area, clippings to be spread for neat appearance.

Monthly weed control applications (9 in total) to all required areas to include gravel paths, kerbs and building perimeters, planted and hedge borders and selective grave areas.

Full site litter pick upon every visit, litter to be placed in onsite bin.

The levelling of graves as needed and to include the supplying of top soil and seed.

Crown lifting to any branches or tree limbs as required, brash to be removed from site.

Maintain external cenotaph as required for appearance (located just outside of cemetery gates)

Total value (estimated)

- £8,000 excluding VAT
- £9,600 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 March 2026 to 30 November 2026
- Possible extension to 30 November 2027
- 1 year, 9 months

Description of possible extension:

Extensions to contracts will be based on obtaining a quote from chosen supplier and subject to discussion and approval from full council.

Main procurement category

Services

CPV classifications

- 77300000 - Horticultural 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

No excluding criteria. Companies will be assessed for suitability when tender is received.

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Tender submission deadline

2 February 2026, 11:59pm

Submission address and any special instructions

Please post the tender application form to Bilton Parish Council, Bilton Village Hall, Main Road Bilton, Hull, HU11 4AA.

The tender must be received by Monday 2nd February 2026.

Please ensure the envelope is clearly marked with 'BILTON CEMETERY TENDER' to ensure it is not opened in error before the deadline.

For any questions regarding the application or tender notice, please contact Bilton Parish Council Clerk at clerk@biltonparishcouncil.org or by telephone 01482 811234

Tenders may be submitted electronically

No

Award criteria

Tender submissions will be assessed on both the price and quality of the business.

The price should be competitive.

The quality of the business will be assessed through the questionnaire and through references.

Procedure

Procedure type

Below threshold - open competition

Special regime

Concession

Documents

Associated tender documents

[Tender Application Form.docx](#)

Tender Application Form - Please fill in the application form and send to Bilton Parish Council, Bilton Village Hall, Main Road Bilton, Hull HU11 4AA by the deadline. Please ensure envelope is marked with 'BILTON CEMETERY TENDER' to ensure that the tender is not opened in error before the deadline.

Contracting authority

Bilton Parish Council

- Public Procurement Organisation Number: PNCX-6119-MJRR

Bilton Parish Office, Bilton Village Hall. Main Road

Bilton

HU11 4AA

United Kingdom

Contact name: Carris Mallinson

Telephone: 01482 811234

Email: clerk@biltonparishcouncil.org

Website: <http://www.biltonparishcouncil.org>

Region: UKE12 - East Riding of Yorkshire

Organisation type: Public authority - sub-central government