

1) Scope of the grounds maintenance contract

To provide the following services:

General grounds maintenance

Grass cutting

The grass is to be mowed and strimmed every two weeks, beginning on the 1st of April, and finishing on the 1st of November. Clippings shall be evenly distributed over the surface of the grass area.

Grass cutting outside classrooms must be carried out when lessons are not in progress

Shrub beds

The shrub beds are to be maintained on a regular basis depending on condition and to be weed free.

Hedges

All hedges to be trimmed twice a year and all trimmings taken away and disposed of.

Weeding

Weed spraying is to be carried out during holiday periods whenever possible. If this cannot be achieved it would need to be carried out early morning and with prior planning with the Facilities Manager.

Weed spraying is to be carried out as and when it is needed. No additional fees can be claimed during the contract term for additional spraying.

Spraying is to be carried out using chemicals approved for use in schools and by licensed spraying operatives.

Areas to be treated are hard standing areas, the pond area, woodland areas, footpaths, fence line, in between flags and the long jump sand pit area.

Football fields

There are two full size grass pitches and one ¾ size pitch at the Academy. They have all used regularly by the academy pupils, and also used by the lettings company on most weekends.

The area surrounding the fields is made up of medium sized trees and grass banking's.

The pitches are to be mowed weekly from March-November. Banking's mowed and strimmed fortnightly.



The fields are to be maintained as per attached document number 001.

Monthly visits - October to April

From October to April, when the grass is not being cut we would like a general clean up of fallen leaves and debris carried out monthly.

2) Health and safety

The academy considers good health and safety systems to be a priority and expects the same attitude towards health and safety from contractors.

Risk assessments and method statements must be provided for review before commencement of any work.

COSHH sheets must be provided for all materials, including fertiliser, fuel for mowers, weed killer and any other chemical to be used.

Please provide a sample risk assessment and method statement for the cutting of grass using a ride on mower.

3) Child safeguarding

The safety of pupils attending Droylsden Academy is our number one priority. As a contractor at the Academy you will be required to provide enhanced DBS clearance documents for all staff working at the Academy and provide a letter of assurance like the one attached. You will be expected to bear the cost of any DBS checks to be carried out.

4) Confidentiality

All information provided in relation to this project should be treated as “commercial in confidence” by recipients. You shall use this ITT and any other information furnished to you under this ITT solely for the purposes of responding to this ITT. All such documents and information that you receive shall remain the property of Droylsden Academy, shall be kept confidential and shall be returned to Droylsden Academy upon request. Reproduction of any part of this ITT is authorised only for the preparation of the response.

You shall ensure that all such copies are destroyed when no longer required in connection with this ITT. The tenderers shall not issue any form of publicity or advertisement regarding this process without the prior written consent of Droylsden Academy.

5) References and Accreditations

Please provide at least 2 references relating to similar contracts that you are currently involved with.

Please include any accreditations and memberships of professional bodies that you hold.

Even though cost is a major factor when we assess the tender returns we will also consider good quality references and accreditations when making a final decision.



A visit to the Academy is essential to assess the size and nature of the contract. No allowance will be made for the cost to the contractor due to lack of information or site knowledge.

Please contact Lee Jones to arrange a visit.

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Mr E Mayell – Headteacher – Droylsden Academy
Mr P Wilson – Chief Executive – Tame River Educational Trust
We are great learners because of our politeness, hard work and honesty.