Please complete and sign the **Tender Form** and **Declaration & Company Details Form** to the Middleton Cheney Parish Council offices by **Monday 29th September 2025** at the latest.

## TENDER FORM

PRICES QUOTED ARE TO BE EXCLUSIVE OF VAT

|  |  |  |  |
| --- | --- | --- | --- |
| Contracted Area for 2023-2026 | Number of Cuts (Frequency) Minimum | QUOTED PRICE PER CUT | TOTAL PRICE for the 3 years 2026 - 2028  Based on  Minimum Cuts |
| Cemetery (Hedges, Strim, Close Cut and Collect – 20 cuts) | 20  (Fortnightly / Weekly) | £ | £ |
| Play areas and village green (Strim & Disperse) | 16  (Fortnightly) | £ | £ |
| Alleyways (Spray, Strim and Remove) | 1  (Seasonal) | £ | £ |
| Verges and other green spaces (Strim, Blowing) | 16  (Fortnightly) | £ | £ |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

TOTAL GRASS CUTTING CONTRACT PRICE FOR 2026/28

£

(assuming no additional cuts)

Please complete if you have not been previously used by Middleton Cheney Parish Council in the performance of a similar contract then please provide details of 2 references who can be contacted to provide support for your application:

Referee 1 Referee 2

|  |  |
| --- | --- |
| Name |  |
| Position |  |
| Company Name |  |
| Contact Number |  |
| Contact Email |  |
| Annual Contract Value |  |

|  |  |
| --- | --- |
| Name |  |
| Position |  |
| Company Name |  |
| Contact Number |  |
| Contact Email |  |
| Annual Contract Value |  |

DECLARATION & COMPANY DETAILS FORM – To be submitted to the Council

Please complete and sign the Tender Form and Declaration & Company Details Form to the Middleton Cheney Parish Council offices by MONDAY 29th SEPTEMBER 2026 at the latest.

I/We agree to complete the work in accordance with the Invitation to Tender, Standard Contract Terms, Specification of Works, Schedule of Works and location plans.

I/We understand that Middleton Cheney Parish Council is not bound to accept the lowest or any Tender or part thereof and that the Council will not be responsible for any expense incurred in preparing this Tender.

I/We certify that the amount of the Tender has not been calculated by agreement or arrangement with any other person, firm or company and that the amount of the Tender has not been communicated to any person and will not be communicated to any person until after the closing date for the submission of Tenders.

*Company or Business Name:*

*……………………………………………………………..……………………………………...*

*Business correspondence address*

*…………………………………………………………………………………………………….*

*………………………….………………………………………Postcode: …………..…………...*

*VAT Reg No. (if applicable) …………………………………………………*

*Contract Manager : ………………………………………...*

*Landline : ……………………………………….*

*Mobile : ……………………………………….*

*Email : …………………………………………………………………..*

By signing and submitting this tender form you agree that you fully understand the commitments and requirements contained therein and, if successful are willing to be bound to the contract as expressed therein.

Signed: ……………………………..…….. Print Name: ………………………..……………

Position: ……………………..……………

Dated: …………………………………..….

* 1. EVALUATION

Bids will be evaluated in accordance with the Middleton Cheney Parish Council’s Financial Regulations using the following criteria and weighting:

|  |  |
| --- | --- |
| Criteria | Possible Score |
| **Price**  The full and final cost over the full term of the contract.  To take into account affordability and the commercial stability of a reasonable return for the supplier. | Max 50 points out of 100 |
| **Quality**  The supplier’s ability to perform the contract to the highest standards.  Evidence of the supplier’s relevant knowledge and experience through the delivery of previous contracts  Feedback received from References. | Max 25 points out of 100 |
| **Compliance**  The supplier’s compliance with all Insurance, Health & Safety and employment laws and regulations | Max 25 points out of 100 |