

STONE WITH BISHOPSTONE & HARTWELL PARISH COUNCIL

Your Council, Your Services, Your Parish



Invitation to Tender for Grounds Maintenance Contract

Stone with Bishopstone & Hartwell Parish Council is inviting contractors, companies or sole traders to tender for a four-year contract for the following work:

Grounds and Facilities Maintenance, Cleaning, Repair & Inspection within the Parish of Stone with Bishopstone & Hartwell

Contract to commence on 1st April 2026 and end on 31st March 2030.

Tenders

The Parish Council is not obliged to accept the lowest or any tender. Prospective contractors, companies or sole traders are prohibited from contacting councillors or council staff to encourage or support their tender outside of the prescribed process.

Tenders are invited by 17.00 on Wednesday 31st December 2025 latest.

Tenders will be ranked using a scoring process by the Chair & Parish Clerk who will make a recommendation to the Parish Council based on the outcome of the ranking. The final decision will be undertaken at the Parish Council meeting on 20th January 2026.

The contract winner will be contacted after that decision.

The Parish Council's decision is final, and no further correspondence/discussion will be entertained.

Tender Return by email to clerk@sbhpc.org

Or by post to:

Parish Clerk
Jubilee Pavilion
Oxford Road
Stone
Aylesbury
Bucks
HP17 8PD

General Requirements and further information

- The draft contract will be sent to applicants. This describes the Scope of Work and Specifications.
- This is a fixed term contract, renegotiable after 12 months.
- All areas are available for public access.

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Company Name	
Company trading status and registration number	
Person/s of significant control	
Registered Address	
Contact phone number	
Email address	
Please confirm your last two years accounts (audited or unaudited) will be supplied with this tender or state why this is not available	
Please confirm a copy of your insurance certificate will be supplied with this tender	
VAT Registration Number (if applicable)	

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Please briefly describe your relevant experience, the number of direct staff you employ and their qualifications.

Please also discuss why your company should be awarded the contract.

If applicable, include examples of similar contracts (completed or ongoing) to support your application.

Attach additional sheets, if necessary, to provide your information.

Stone with Bishopstone & Hartwell Parish Council

Address: Parish Clerk, Jubilee Pavilion, Oxford Road, Stone, Aylesbury, HP17 8PD

Telephone: 07557 519060

E-mail clerk@sbhpc.org

Website www.sbhpc.org

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Please supply two references

Reference 1	
Address	
Contact phone number	
Email address	

Reference 2	
Address	
Contact phone number	
Email address	

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Please complete the sections below for the cost of the first 12 months work (in pounds)

Section One	War Memorial Recreation Ground – (Annex A1)	£
Section Two	War Memorial Recreation Ground Playground – (Annex A2)	£
Section Three	War Memorials (Stone & Bishopstone) – (Annex A3)	£
Section Four	War Memorial Recreation Ground Football Field – (Annex A4)	£
Section Five	Stone Village Pond – (Annex A5)	£
Section Six	Eythrope Road Cemetery – (Annex A6)	£
Section Seven	St John's Children's Playground – (Annex A7)	£
Section Eight	St John's Sports Field – (Annex A8)	£
Section Nine	St Johns Grass Meadow – (Annex A9)	£
Section Ten	Whitechurch Close Surrounds– (Annex A10)	£
Section Eleven	St John's Hospital Burial Ground – (Annex A11)	£
Section Twelve	General Parish Maintenance – (Annex A12)	£
	Grand Total for 12 months work	£