

# Tendering & Procurement for Grass Cutting & Weed Control April 2025

Invitation to quote and information for applicants

## Basic contract information

Menheniot Parish Council is inviting contractors, individuals and voluntary groups to tender for a three year contract to cut grass and control weeds within the parish boundary.

Procurement of goods and services by the parish council is only necessary when the contract value is higher than £60,000. However, the council is committed to working in an open, transparent and accountable way, and is distributing these documents across the public domain. For this reason, we are inviting applications in order to give everyone the widest opportunity to tender for the work.

**Section 1** explains what declarations you need to make and what you need to tell us.

**Section 2** sets out a timetable for the tendering process: a final decision will be taken by parish councillors in a closed session at their public meeting on 17 October 2024. The council is allowed to meet in closed session where there is commercially confidential business to be transacted (Public Bodies (Admission to Meetings) Act 1960 s1.2).

**Section 3** explains how we will decide who to award the contract to.

Contract titles	Grass cutting and weed control in Menheniot parish
Contract length	3 years from 1 April 2025 with annual performance reviews.
Basic description of services	The key requirements of this contract are: Grass cutting the sports field on East Road, small beds on the outskirts of the village, two plots at Merrymeet. Weed control in Menheniot village. Local Maintenance Partnership (small works contract for paths and stiles from Cornwall Council)
Documents	Maps and plans of the areas covered by this agreement are attached in the Appendices, together with a list of what work is required from each.
Please note	You may bid for Contract 1 or any part of Contract 2

## Section 1.0 Instructions for completion

This document you must return consist of five parts.

Part A: Contact details. You must complete this section.

Part B: Declaration. You must complete this section and return documents where needed.

Part C: Contract Price. You must complete this section with the net price per job. (see Appendix 1 for details)

Part D: The Social Value of your bid. (see Appendix 2 for details)