



Cemetery Grass Cutting and Maintenance Contract for Financial Year 2019-2020

Specification of Work and Terms and Conditions:

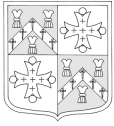
The aim is to maintain the cemetery in a tidy and orderly manner, consistent with the rural surroundings.

Details of work:

1. All flat areas of the cemetery (with the exception of the conservation area from May to July inclusive) and the grass verge immediately outside the cemetery, to be cut to a height of approximately 4 inches once per month from April to October inclusive.
2. The conservation area (as specified on the attached plan – enter cemetery down central path, turn onto path to the right, the conservation area is on the right hand side towards the end of the path and has few graves in it) to strim in height for subsequent machine cutting once between the end of July and before the first flat area cut in August.
3. To strim all unattended graves to a height of approximately 4 inches once per month in June, July and August.
4. To trim the edges of the central path once in June and once in August.
5. To supply and apply a suitable weed killer to the surfaced path once in July.
6. The contractor is to collect the clippings and place them in the compost bin.
7. Annually, to clear ivy from the cemetery walls taking care not to undermine the structural integrity of the walls

Conditions:

1. The contractor will be responsible for providing all necessary labour, machinery, tools, fuel and other consumables.
2. The contractor must maintain public liability insurance.
3. No work is to be carried out whilst burials are in progress.
4. Work is to be carried out on weekdays only. No power driven machinery to be operated before 8.30am or after 6pm.
5. Except in adverse weather conditions, cutting is to be completed in a continuous operation. All debris and cut material are to be removed at the end of each day when work has been carried out.
6. Before commencing any cutting, the contractor is asked to remove any litter from the area to be cut.
7. To dispose of clippings off-site appropriately and legally.



8. To report to the Clerk of the Council any areas or items in need of servicing or repair, particularly relating to Health and Safety matters, as a matter of urgency
9. The contractor is required to adopt safe working practices in order to protect the health of safety of themselves and their employees. A statement of safe working practices and risk assessment to be provided to the Council, if appointed as contractor.
10. Payment terms: In accordance with the contractor's quote, the agreed fee for this contract is a fixed amount of £x. Payment will be made, subject to the inspection of the work, in two equal amounts of £x each and upon receipt of an invoice on 1st July and 1st November.
11. Final cut to be carried out in October and final payment in November.
12. Termination of contract: This contract may be terminated by one month's notice by either party.

THE TOWN COUNCIL WILL NOT, UNDER ANY CIRCUMSTANCES, BE LIABLE TO THE CONTRACTOR OR ANY EMPLOYEE OF THE CONTRACTOR, FOR ANY LOSS, DAMAGE OR INJURY, HOWEVER CAUSED OR ARISING, OUT OF, OR IN THE COURSE OF, OR IN CONNECTION WITH THE CARRYING OUT OF THIS CONTRACT, SAVE BY NEGLIGENT ACT BY THE TOWN COUNCIL.



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Tender Form

Applications to be received by 28th February 2019

Name of Contractor	
Address	
Telephone number	
Email	

I wish to quote for the above contract, in accordance with the specification of work set out in the tender request.

Quote for grass cutting for the year	£
Quote for extra cuts, per cut	£

I agree to the contract specification. If awarded the contract, this will be conditional upon the contractor providing a copy of their public liability insurance, a statement of safe working practices and risk assessment.

Signed _____

DATE _____