| Llanybydder Community Council (LCC) Maintenance of Floral displays |  |  |  |
| --- | --- | --- | --- |

**Contract Tenure**: 01 Feb 2024 - 01 Feb 2027

**Recipient:** Llanybydder Community Council **Closing Date for Tenders** – 17 February 2024

**Millennium Garden:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Task** | **Requirements** | **Period** | **Remarks** |
| **Weeding/Pruning** | Throughout the contract period carry out all works to remove weeds and prune back any overgrown shrubs/bushes.  | Quarterly (3 monthly) | Contractor to dispose. |
| **Litter/Rubbish** | Periodically check for litter/rubbish. | Monthly | Contractor to dispose. |
| **Fencing/Woodwork Maintenance.** | Repair and restore any damage to existing woodwork. Appropriate restorer/stain to be applied annually. | Monthly |  |
| **Flower Pots** | Maintain a seasonal display of flowers/shrubs throughout the year. | Quarterly | LCC to be invoiced prior to purchase.  |
| **General Maintenance** | Conduct periodical checks on the flower troughs and remove any weeds/rubbish * Sweeping
* Watering\*
 | 2 weeklyAs necessary\* | \*Spring/Summer only |

**Llanybydder:**

**Trough 1 - Gwrdy Cottage Trough 2 - Heol-y-Gaer Trough 3 - Dunbia Bridge Trough 4 - Rhydybont**

|  |  |  |  |
| --- | --- | --- | --- |
| **Task** | **Requirements** | **Period** | **Remarks** |
| **Painting** | All troughs to be painted with masonry paint.  | 6 monthly | Paint to be supplied by LCC |
| **Bulb Removal** | Daffodil bulbs to be planted All daffodil bulbs are to be removed and stored in a dry environment.  | September Every April/May |  |
| **Planting** | Troughs to be filled with new flowers | Every April/May |  |
| **General Upkeep** | Conduct periodical checks on the flower troughs and remove any weeds/rubbish * Sweeping
* Watering\*
 | 2 weeklyAs necessary \* | \*Spring/Summer only |

**Rhydcymerau:**

**3 x Troughs, 1 at each main entrance to the village plus 3x pots by the defib box**

|  |  |  |  |
| --- | --- | --- | --- |
| **Task** | **Requirements** | **Period** | **Remarks** |
| **Painting** | All troughs to be painted with masonry paint.  | 6 monthly |  |
| **Bulb Removal** | Daffodil bulbs to be planted All daffodil bulbs are to be removed and stored in a dry environment.  | September Every April/May |  |
| **Planting** | Troughs to be filled with new flowers | Every April/May |  |
| **General Upkeep** | Conduct periodical checks on the flower troughs and remove any weeds/rubbish * Sweeping
* Watering\*
 | 2 weeklyAs necessary \* | \*Spring/Summer only |

**Terms and Conditions**

1. The contractor must have a personal liability insurance to cover all machinery and tool usage.
2. The contractor is to dispose of all rubbish and foulage in accordance with current environmental and recycling guidelines.
3. The contractor must abide by all Health and Safety legislations throughout the contract tenure.
4. Invoices are to be agreed and signed by the Chairman before payment.
5. The LCC reserve the right to amend the contract if deemed necessary.
6. No unscheduled work is to be conducted without prior authority from the LCC.

Sincerely,

Llanybydder Community Council (LCC) Maintenance of Floral displays

Signature

LCC Chairperson: \_\_\_\_D M Owen\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_03/02/2024\_\_\_\_\_\_\_