



Invitation to Tender for design and installation of play equipment into recreational areas in Skipton.

To be submitted no later than 5pm on Thursday 28th March 2024

Either by post, hand delivered or electronically.

Late submissions will be disregarded.

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Introduction

Skipton Town Council is responsible for the upkeep and maintenance of the equipment, and facilities at various locations Recreation areas in Skipton.

For the purposes of this tender, the 2 areas requiring upgrade are, Shortbank recreational area and Lytham Close recreational area. Site maps and photos to be included in this tender.

Skipton Town Council (the Employer) wishes to procure the services of a suitable contractor to undertake the design, manufacture, and construction necessary to replace the play equipment listed and described later in this document (the Works).

This document describes the Works and forms an invitation to tender.

The Tenderer should visit the site and carry out such inspections and surveys as considered necessary to fully understand the content of the Works, the site and its constraints, in order to facilitate comprehensive and accurate pricing.

The project will be funded by way of 106 money allocated to Skipton Town Council.

The appointed contractor will be required to cooperate with the Employer in regard to the provision of reasonable information relating to the Works and access thereto.

Tender

1. Parties - The Employer is Skipton Town Council.

2. Contract - Any Agreement to undertake the Works shall incorporate the duties and responsibilities of the Employer and Contractor as set out below.

The Employer shall:

- Comment on the Contractor's design proposals in relation to the Employer's Requirements in a timely manner to facilitate manufacture and installation. Reasonable periods shall be allowed for such commentary and approval.
- Allow access onto the site for the Contractor to carry out the Works.
- Pay the agreed sums at completion of each phase, provided the Works are to the satisfaction of the Employer.

The Contractor shall:

- Design the Works to comply with the Employer's Requirements, relevant British Standards and Codes of Practice together with all applicable legislation.
- Provide detailed design proposals containing drawings and specifications for comment by the Employer.
- Provide all labour, plant, materials and services to complete the Works including fencing to secure and control access onto the site.
- Ensure that construction is controlled so that it proceeds in a safe manner at all times and in accordance with Health and Safety legislation.
- Provide appropriate welfare facilities if required by legislation.
- Proceed regularly and diligently with the Works to secure completion by the dates agreed with the Employer.
- Execute the works to a good standard of workmanship, in accordance with good practice and in compliance with the Specification.
- At completion of each phase, clear the site of all plant, temporary facilities and surplus materials, reinstate any damaged areas to their previous condition.
- Maintain all appropriate insurances including Contractors' All Risks, Public and Product Liability of no less than £5 Million and Employers Liability Insurance of no less than £5 Million. Provide evidence before work begins to the Town Council.
- Provide one set of detailed working drawings and a maintenance manual setting out recommendations for routine maintenance in PDF format and one paper copy of same.
- In the event that the project is notifiable under the Construction (Design and Management) Regulations 2015, undertake the duties and responsibilities of Designer and Contractor as required by these Regulations.

3. Employer's Requirements

The Tenderer shall use his expertise and experience as a designer and installer of playground equipment to propose cost effective solutions to replacing or restoring the functionality of the equipment/ apparatus listed and shown below.

The proposals should provide a robust solution with a minimum period of 10 years from completion to first maintenance. If timber is proposed as a structure, the proposals should demonstrate how longevity in duty can be achieved and support at ground level shall be via stainless steel shoes or similar.

3.1. Scope and Specifications of Work

Shortbank Recreational Area:

Current equipment present on site and update requirements –

- (1) Swing - Junior - 1 Bay 2 Seat – Remove.
- (2) Toddler Multi-play - To remain in place.
- (3) Multi Use Games Area – To remain in place.
- (4) Teen Shelter – To remain in place.
- (5) Seating - To remain in place.

Inclusion specifics –

- The inclusion of static, adult exercise equipment.
- Multi-use Games are to be re-marked for sports with possible thermo plastic game markings (eg; Hopscotch, snakes & ladders).
- The insertion of Inclusive play equipment.
- The inclusion of an embankment slide.

What3words location <https://w3w.co/flow.valued.table>



Lytham Close Recreational Area:

Current equipment present on site and update requirements –

- (1) Roundabout – Remove.
- (2) Swing - Toddler - 1 Bay 2 Seat – Remove.
- (3) Igloo Climber – Remove.
- (4) Junior Multi-play – To remain in place.
- (5) Timber Horizontal Ladder – To remain in place.
- (6) Swing - Junior - 1 Bay 2 Seat – Remove.
- (7) Play Panels – Relocate on same site as desired.
- (8) Seating - Relocate on same site as desired.

Inclusion specifics –

- The insertion of Inclusive play equipment.
- The inclusion of thermo plastic game markings (eg; Hopscotch, snakes & ladders).

What3words location <https://w3w.co/imitate.prancing.cyclones>



4. Programme

The Employer envisages the following schedule:

Action Date

Issue Tender document: 26th February 2024

Site meetings w/c

Tender submissions due 5pm Thursday 28th March 2024

Appointment of Contractor 15th April 2024

Target date commence on site

Target date completion

5. Constraints

The Tenderer should allow for the following constraints in his pricing:

- The site is in a children's playground. It shall be left secure at the end of each working period.
- All work shall be undertaken Monday to Friday.
- Deliveries shall not be made direct to site without the prior agreement of the Estates team so that access and timings are not compromised.
- No vehicles shall be parked

6. Specification

- The Works shall be designed and constructed in accordance with relevant British Standards and Codes of Practice, in particular the current editions of BS EN1176/1177 (including any new revisions).
- Play surfaces shall be permeable and drain to below.
- Specific manufacturers' instructions/ recommendations for the use, application or installation of their manufactures shall be followed.
- The Works shall be designed and constructed to provide a minimum of ten years to first maintenance.

7. Pricing

All pricing should be exclusive of VAT and remain valid for 90 days from the latest tender return due date.

Prices shall be fixed and firm for the duration of the contract.

Following the receipt of tenders and a preferred contractor being awarded the project any changes made to the final pricing as variations or revisions, will fall

within the permissible range. (Reg 72 Public Procurement Regulations 2015).

8. Tender Evaluation

In evaluating the tenders, the Employer is seeking the Most Economically and sustainable.

The Employer reserves the right to accept the whole or any part of any Tender submitted, and is not bound to accept this or any Tender.

9. Contract Conditions

The successful contractor will enter into a contract by way of a Letter of Instruction from Skipton Town Council.

The successful contractor must provide evidence of Public and Product Liability Insurance of no less than £5 Million and Employers Liability Insurance of no less than £5 Million to the council within the tender response.

Confirmation of work hours, storage of materials, access, location of skips and a final Programme of Works and RAMS will need to be finalised and provided to the council before works begin.

10. Payment

Payment for each phase shall be made within 30 days of receipt of an appropriate application subject to the Works having been completed to the satisfaction of the Employer.

11. Tender Deliverables

The Tenderer shall provide a comprehensive description of his proposals for the Works including sketch details and illustrative photos of the equipment proposed, together with a priced and signed copy of this document.

Visuals are to include:

- 1 x 3D visual (to scale)
- 1 x CAD of the design

Note: Visuals must not include children or adults or show duplicate equipment. Items sent should be clearly marked “Tender response”.

12. Offer

12.1 We hereby offer to undertake Works described above for the

Total Sum excluding VAT of: £.....

made up as follows:

12.2 We confirm that:

☐ This offer remains open for acceptance for a minimum period of 90 days after the latest date for the submission of tenders.

☐ We understand and acknowledge that our offers for Shortbank and Lytham Close are independent of each other and that acceptance by the Employer of our offer and instruction to proceed with 1 recreational area does not commit them to proceeding with us for another until we receive a letter of instruction to do so.

☐ We understand that the Employer has the right to refuse any or all submissions without tenderers being able to claim any compensation. All costs associated with the tender process and response is the responsibility of the suppliers that have been invited to participate.

☐ We understand that Skipton Town Council is not bound to accept this or any other tender.

Signed:

Name:

Position:

For and on behalf of,

Company:

Address:

Contact email:

Contact phone:

Date:

VAT registered? YES / NO

Please provide company references.