

Shadforth Parish Council

Shadforth Parish Council
Sherburn Hill Community Hub
Front Street
Sherburn Hill
DH6 1PA

Invitation to Tender for Grounds Maintenance Services 2026/27

Introduction and Instructions to Tenders

The Council is seeking to appoint a Contractor to undertake ground maintenance to its Parish paths, bridleways and cemetery. The annual contract will commence 1st April 2026 until 31st March 2027.

Please email your interest to clerk@shadforthparishcouncil.gov.uk and a full specification list of works required will be emailed to you.

The works will entail the following:

Parish Paths – 11 paths and bridleways around Ludworth, Shadforth and Sherburn Hill

Undertake regular maintenance to the Parish paths and bridleways to ensure they remain safe, fit-for-purpose and at an acceptable level of appearance. Works will include vegetation removal, cutting back and clearance in accordance with the specification list.

Shadforth Cemetery

Maintain the cemetery in accordance with the standards set out in the specification as determined by the Parish Council, ensuring agreed mown areas are regularly cut, and headstones, trees, edges, boundary etc. trimmed without causing any damage to them. To maintain flower beds, including weeding, pruning and edging to create an attractive display and grass clippings removed after each mowing.

We also require an extended part of the Cemetery to be cut in May, July and August. We are happy to meet with applicants to view the area, which is located behind the cemetery.

Preambles

Tendering contractors must review the documentation and ensure they have a full and detailed understanding of the requirements. Cemetery waste bins should be disposed of in the correct manner and 'waste transfer notice' provided. Any queries should be addressed to the Parish Clerk via email at the following address clerk@shadforthparishcouncil.gov.uk

All bids should be emailed to the above email address or can be posted to the address below:

Annette Simpson
Shadforth Parish Council
Sherburn Hill Community Hub
Sherburn Hill
Co. Durham
DH6 1PA

Tendering contractors must complete a pricing document and provide a cost breakdown as prescribed. Tenders presented in any alternative format will not be accepted.

Preliminaries

The successful Contractor must have Public Liability Insurance for a minimum of £1,000,000 and must produce a Certificate to the Clerk before their contract is awarded. Such insurance must be maintained for the entire duration of the contract.

The Contractor will be responsible for safe working practice and must undertake their own specific risk assessment before commencing any work.

The Contractor must have equipment which is well maintained and suitable for undertaking the works specified in this tender document.

The Contractor must ensure that all employees are made aware of safety procedures, trained to use the required equipment, and issued with safety equipment where necessary.

All measures to ensure public safety must be taken, including but not limited to signage, segregation measures, PPE and all measures necessary to protect public safety whilst the works are being undertaken.

CLOSING DATE 11th February 2026