

Botus Fleming Parish Council

www.botusfleming.org.uk



Dear Sir / Madam

11th January 2021

TENDER PROCUREMENT

Grass cutting and maintenance at the Hatt Recreation Field, Moditonham Quay, Hatt Sunnybanks & A388 Roundabout quadrants.

For full details and a specification, visit the Parish Council website to download the documents. If you do not have access to the internet, contact the Clerk and he will send you a printed set of documents.

Your completed application must be returned by Monday 1st February 2021 at 12:00 noon.

The successful applicant will be notified on Monday 1st March 2021. The contract commences on 1 April 2021.

Visit our website at www.botusfleming.org.uk and follow Reports.

Contact details for the Parish Clerk are listed below. This address must be used for all post enquiries and the **return of Tender documents**. Thank you.

Christopher Cook (CILCA)

Agree specification for grass cutting at public meeting	9 December 2020
Issue tender documents	11 January 2021
Progress report to public meeting	25 January 2021
Deadline for receipt of applications	1 February 2021
Evaluation of applications services to councillor	w/c 15 February 2021
Presentation to councillors for assessment (in closed session at public meeting)	24 February 2021
Notification to applicants	1 March 2021
Date of commencement of contract	1 April 2021
Date of completion of contract	31 March 2025

Christopher Cook – Parish Clerk & Responsible Financial Officer

24 Rashleigh Avenue Saltash PL12 4NS Tel 07523 005414

clerk@botusfleming.org.uk

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