



Dear Sir / Madam

11th January 2023

TENDER PROCUREMENT

Grass cutting and maintenance at the Hatt Recreation Field, Moditonham Quay

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 2023 at 12:00 noon.

The successful applicant will be notified on Monday 1st March 2023. The contract commences on 1 April 2023.

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 2022
Issue tender documents	11 January 2023
Progress report to public meeting	25 January 2023
Deadline for receipt of applications	1 February 2023
Evaluation of applications services to councillor	w/c 13 February 2023
Presentation to councillors for assessment (in closed session at public meeting)	22 February 2023
Notification to applicants	1 March 2023
Date of commencement of contract	1 April 2023
Date of completion of contract	31 March 2027

Christopher Cook – Parish Clerk & Responsible Financial Officer

24 Rashleigh Avenue Saltash PL12 4NS Tel 07523 005414
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