

# DOVER TOWN COUNCIL

## TENDER PACK

### Riverside Gardens Phase 1 – Nature Play Area Works

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## 1. INTRODUCTION

Dover Town Council (DTC) invites competitive tenders from suitably experienced contractors for the delivery of landscape and earthworks at Riverside Gardens Phase 1 – Nature Play Area.

The works are to be delivered strictly in accordance with the approved setting out and planting plan:

**Drawing Ref:** DTCRPSOP01-01 (copy attached)

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## 2. PROJECT OVERVIEW

The project comprises the creation of a nature-based play landscape including:

- Wildflower meadow establishment (plants to be supplied)
- Sculpted earthworks (hillocks and picnic bowl)
- Enhanced planting beds
- Grass seeding and site finishing

The works must create a safe, durable, and publicly accessible landscape suitable for children and community use.

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## 3. SCOPE OF WORKS

### 3.1 Site Preparation

- Full setting out in accordance with drawings
- Turf stripping in designated areas
- Removal of stones over 40mm
- Protection of existing trees, paths, and infrastructure

## 3.2 Earthworks

### **Oval Picnic Area**

- Excavate to 200mm below existing ground level
- Form spoon-shaped depression with safe graded entry points
- Reuse spoil to form surrounding landforms

### **Hillocks**

- Form from site-won materials
- Height approx. +200–300mm
- Compact and shape to safe gradients

## 3.3 Planting & Seeding

- Prepare planting beds to 300mm depth
- Wildflower meadow seeding (EM6 + EC1 or equivalent)
- Ryegrass seeding for high-use areas

## 3.4 Finishing Works

- Final grading
  - Litter and debris removal
  - Topsoil preparation and seeding
  - Watering and establishment care
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## 4. CONTRACTOR RESPONSIBILITIES

The contractor shall provide:

- All labour, plant, equipment, and materials
  - Setting out and dimensional control
  - Waste disposal or reuse strategy
  - Quality assurance procedures
  - Health & safety compliance
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## 5. QUALITY STANDARDS

All works shall comply with:

- BS 3882 – Topsoil standards
- BS 4428 – Landscape installation

- Current HSE guidance

All works must be suitable for public use upon completion.

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## 6. PROGRAMME

Tenderers must provide:

- Proposed start date
  - Construction duration
  - Key milestone programme
  - Establishment period plan
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## 7. HEALTH & SAFETY

Contractors must submit:

- Risk Assessments and Method Statements (RAMS)
  - Insurance certificates (Public Liability minimum £5m)
  - Site safety management plan
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## 8. TENDER SUBMISSION REQUIREMENTS

Tenders must include:

- Completed pricing schedule (Section 9)
  - Method statement
  - Programme of works
  - Relevant experience
  - References for similar projects
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## 9. PRICING SCHEDULE

Tenderers must complete the following schedule in full.

Item No	Description	Unit	Qty	Rate (£)	Total (£)
1	Site mobilisation, setting out and welfare	Item	1		
2	Turf stripping and	m <sup>2</sup>			

Item No	Description	Unit	Qty	Rate (£)	Total (£)
	disposal				
3	Excavation – picnic bowl (200mm depth)	m <sup>3</sup>			
4	Formation of hillocks from site-won material	m <sup>3</sup>			
5	Soil preparation for planting beds (300mm)	m <sup>2</sup>			
6	Wildflower meadow preparation & seeding (EM6 + EC1)	m <sup>2</sup>			
7	Ryegrass seeding for high-wear areas	m <sup>2</sup>			
8	Protection of existing trees and features	Item	1		
9	Final grading, finishing and site clean-down	Item	1		
10	Watering and establishment care (initial period)	Item	1		
11	12-month maintenance allowance (provisional sum)	PS	1		

**Total Tender Sum (ex VAT):** £ \_\_\_\_\_

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## 10. FORM OF TENDER

We, the undersigned, offer to undertake the works described in this tender pack in accordance with the documents provided for the sum of:

£ \_\_\_\_\_ (ex VAT)

We confirm that:

- We have examined the tender documents and drawings
- We have visited the site and are familiar with conditions
- Our tender is valid for a minimum of 90 days
- We will comply with all specifications and statutory requirements

**Contractor Name:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

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**Email:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Name (Print):** \_\_\_\_\_

**Position:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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## 11. DTC ACCEPTANCE (FOR OFFICE USE ONLY)

Accepted by Dover Town Council:

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_

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## 12. NOTES

Dover Town Council reserves the right not to accept the lowest or any tender. All costs are to be fixed unless otherwise stated. Variations must be agreed in writing prior to instruction.