



Sandgate Parish Council

SPECIFICATION

SANDGATE PARISH HANDYPERSON SERVICES – June 2024 to July 2028

Sandgate Parish Council is inviting quotations for conducting general maintenance and ad hoc repair works around the parish, as per the specification below.

Please state the hourly rate for the small maintenance and repairs works. It is expected that large jobs may need to be separately quoted for, as and when required.

The contract period will be for four years, subject to the normal break clauses.

- To conduct general maintenance and 'handyman' jobs as required, this may include play equipment in our two parks under ROSPA (certification mandatory).
- To conduct monthly maintenance of litter bins around the parish, including greasing of hinges and locks. Rubbing down and re-painting, as required to be quoted separately.
- To conduct repairs and maintenance of village signposts and notice boards, re-staining, as required to be quoted separately.
- To overhaul and repaint planters, as required to be quoted separately.
- Collection and delivery of Hanging Baskets.
- Maintenance of the toilets/kiosk at Granville Parade
- Maintenance of the car park at Sandgate Park as required to be quoted separately.
- To conduct monthly maintenance of the locks at both parks.
- To connect Christmas decorations to lampposts; purchase and erect 1 x 20ft Christmas tree.
- Undertake/arrange M&E works as required.
- Undertake/arrange PAT testing annually.
- Supply/Installation of small signs as and when required.
- To inform the parish clerk of any works that should be reported to Folkestone & Hythe District Council or Kent County Council.
- To assist with community events: erecting/dismantling gazebos; installing and removing event banners and notices; supplying/hiring barriers, and other miscellaneous equipment.
- To top up the parish council's sand/grit bins (total of three; the others belong to KCC)
- To provide storage facilities for: spare litter bins (cast iron and polycarbonate), 26+ Christmas lamppost light garlands and electric packs, various signs and banners, gazebos, the annual free one-tonne bags of sand/grit provided by KCC and any other equipment, as required.

All works will be subject to agreement by the Parish Clerk prior to conducting the works.

*Sandgate Parish Council,
Sandgate Parish Council Library, James Morris Court, Sandgate High Street,
Sandgate, Kent, CT20 3RR – Tel: (01303) 248563*



Sandgate Parish Council

Please send your quotation to:

Gaye Thomas – Parish Clerk/ Librarian

Email: clerk@sandgatepc.org.uk or post to the address below.

Please provide:

- Proof of £5 million Public Liability Insurance
- Proof of G39 Certification
- Method statement
- Proof of ROSPA Certification
- Proof of Waste Carriers Certification

We will be assessing quotations according to the following criteria:

- Quality/Experience (please supply references)
- Capacity (vehicles, equipment, workforce, storage yard/unit)
- Price
- Environmental & Social

Deadline for submissions: 12 noon on 26th April 2024

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