

Quotation Request – Christmas 2021 Supply & Installation of 1 in No 35ft Norway Spruce Real Christmas Tree Gosport High Street PO12 1EB

Gosport Borough Council (GBC) invites you to quote for the following (see images and plan below).

- Supply 1 in No 35ft Norway Spruce Real Christmas Tree
- Tree to be of good symmetry, sound vitality and even foliage colour, density & cover bearing a single leading stem.
- The site is capable of accepting a base spread in accordance with height requested.
- Deliver to site and Install into existing tree pit pipe by timber wedging into vertical position – Pit dimensions are - Tree Pit dimensions – 670mm x 670mm (see image 1), Pipe Dia – 450mm (see image 2) Pipe depth – 1mtr
- Delivery & Installation to be undertaken on either of the following dates during normal working hours:-
 - Monday 22 November 2021
 - Wednesday 24 November 2021
 - Thursday 25 November 2021

The Site will be prepared by the Council prior to the contractors arrival with the inspection cover removed, area barriered off, vehicular access available and the pipe clear of all debris etc in readiness to accept the installation of the tree. A Council representative will also be in attendance for the duration of the installation

All arisings from the installation are to be disposed by the contractor leaving the site in a clean, tidy and safe condition.

The Contractor will be expected to familiarise themselves with the site to assess the works required, access restrictions and any allowances for pedestrians and retailers for the duration of these works.

Ensure all Health and Safety requirements are in place, including Chapter 8 signing & guarding of street works are adhered to and that a minimum of £10m public liability & £5m employee liability insurance cover is in place at the time of these works.

All operatives must be provided with and use / wear appropriate Personal Protective Equipment (PPE) All PPE shall be to relevant British Standard or equivalent. All operatives shall wear safety footwear and Hi-Visibility waistcoat or jacket of the appropriate class at all times for the duration of working on site

The Government regulations and guidance on COVID-19 are to be adhered to – Details for specific work sites / locations can be found on the Governments website at <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19>

Quotation Process

All Quotations must be submitted through the South East Business Portal (SEBP), also known as Proactis.

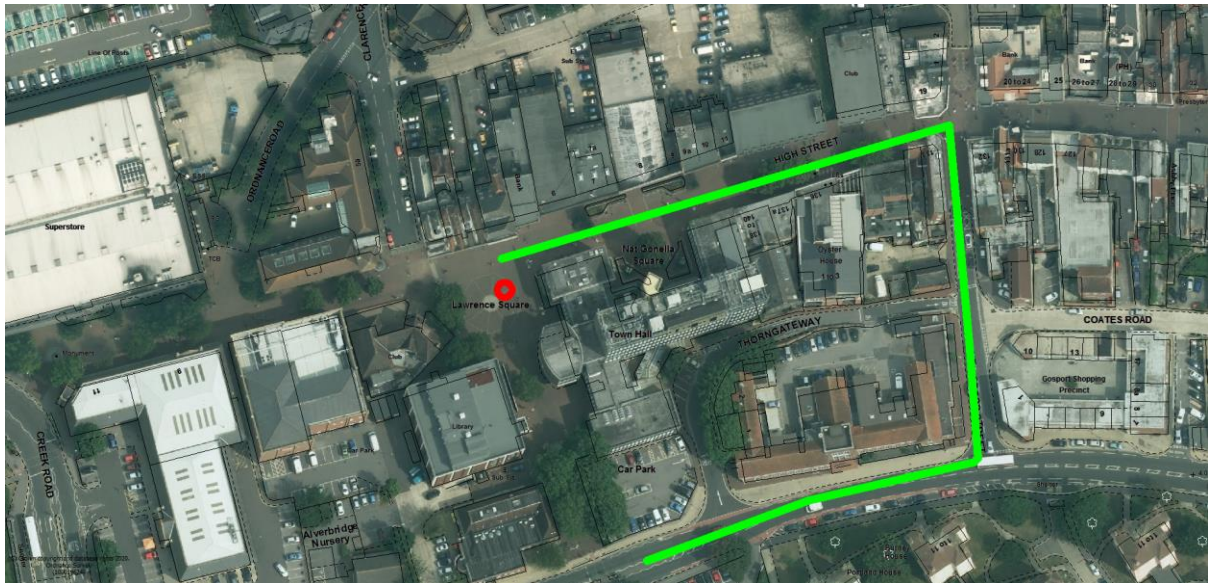
Quotations received on time will be evaluated on best price providing they meet all the requirements as stated in this document.

Any enquiries must also be sent through the SEBP/Proactis before the stated date for clarifications (see below).

Important Dates / deadlines

Date for clarifications	11 October 2021
Quotations to be received	No later than 1200 Noon Friday 22 October 2021
All works to be completed	No later than 1700hrs Thursday 25 November 2021

Plan: Gosport High Street, PO12 1EB Xmas Tree Pit Position



- Red circle – Indicates position of xmas tree pit
- Green Line – indicates vehicular access route to xmas tree pit

Image 1: Xmas tree pit



Image 2:



Image 3:

