

# **LANIVET PARISH COUNCIL**

## **GRAVE DIGGING CONTRACT**

You are invited to submit a fixed price tender for Grave Digging in Lanivet Cemetery as indicated in the schedule below, for a period of four years, 2020/2021/2022/2023. The fixed price should be for the year 2020 with increases for 2021/2022/2023 not to exceed increases in the retail price index (RPI) and at the discretion of the Parish Council.

The contract will commence on the 1st April 2020.

Contractors shall be responsible for providing suitable machinery and equipment for each task they undertake and that the maintenance and safety procedures are carried out for the safe use of that machinery and equipment. All contractors shall provide proof that they are in possession of Public Liability Insurance and any certification that is required for the task they are undertaking and that they have made the required risk assessments associated with each task.

Grave Digging Contract for Lanivet Cemetery - Clerk and Funeral Directors may contact you to liaise regarding an upcoming funeral to confirm availability.

You must be aware of correct positioning of grave spaces and relevant sizings, etc. All graves to be dug and positioned accordingly and filled in immediately after the funeral, leaving the area clean and tidy. To ensure graves are topped up regularly as required. To remove unwanted soil from the Cemetery.

Part of the Contract is to also inform the Clerk/Chairman of any issues that may arise immediately in the Lanivet Cemetery. Invoices are to be sent to the Clerk on a monthly basis via email.

Anybody wishing clarification of the above can contact the Parish Clerk on 01726 890983/07899718000 and answer any questions you may have.

All tenders/quotes must include the following covering their business -

- 2 References
- Waste Carrier Licence
- Grave Digging Machinery
- Hand Machinery
- Other Machinery
- Public Liability £5 million minimum
- Employer's Liability £10 million minimum.

Without the above, tenders will not be accepted.

**Closing Date for Tenders - Monday 16<sup>th</sup> March 2020**