FLORAL PLANTER PLANTING, MAINTENANCE WATERING

INVITATION TO QUOTE 2027-28

QUOTES ARE INVITED FOR THE FOLLOWING WORK

SPECIFICATION A minimum of 14 days before 31st May 2027

Contract Specification

- Collect the 12 pole planters and 3 tier planters from the Town Council store to be planted in situ at least 2 weeks prior to them being erected around Wem.
- Collect plants and compost to be supplied by the Town Council Town Council will inform of collection location
- Fill 3 tiered planters, pole planters and including barrel planters on Jubilee Square with the compost supplied by the Town Council.
- Plant up supplied plants in the planters as per the specification below.– Town Council will arrange for these to be in position in time for filling and planting.
- All planters must be fully planted up and in place in the areas identified by the Town Council by 31st May 2027.

Planting Specification

- Each planter must be planted with a mix of plants to last the summer season until 30.9.27. Planting ratio to be at least two thirds flowering plants and one third foliage plants with a view to ensuring that the soil and the planter are fully covered. A suggested planting plan for the pole planters and the 3 tiered planters is attached.
- Each planter must contain a range of complementary colours rather than single colours.
- On planting, each plant must be in flower (if applicable) and free from any pest and/or disease, mineral deficiency and in a healthy condition.
- Larger planters and entrance planters can be planted up on site. Depending on distance the Town Council may be able to arrange transportation of the pole planters if required.
- Inspect all planters on site by the end of July 2027 and replace any plants that have failed.
- On planting, each plant must be in flower (if applicable) and free from any pest and/or disease, mineral deficiency and in a healthy condition.
- Larger planters and entrance planters can be planted up on site. Depending on distance the Town Council may be able to arrange transportation of the pole planters if required.
- Inspect all planters on site by the end of July 2027 and replace any plants that have failed.

Watering and Maintenance

- Water all planters at least three times a week, fertilize possibly fortnightly with a high potash feed. In addition to the Town Council owned planters, watering of four trough planters on Wem High Street is included in the contract. Details of planters and locations are found in Appendix B
- Carry out weekly maintenance of Town Council owned planters including deadheading to maintain the planters in a tidy and attractive condition until the end of September 2027 (exact date dependent on weather and condition of planters).

Entrance Planters

- Plant up each planter with a mix of 8 1xl perennial plants
- Water 6 entrance planters a minimum of once a week during the summer season (this may be more or less often depending on the weather) and to maintain the planters in a tidy and attractive condition until the end of September 2027.

Winter Arrangements

- At a date to be agreed at the end of September or early October to remove all planters (except for barrel planters on Jubilee Square and planters outside Morgan Library and return to agreed location, compost to be recycled on the Town Council's allotments (contractor to be informed of composting site.)
- Provide pots to pot up perennial plants in the entrance planters at the end of September and deliver to the overwintering site (location to be confirmed) Undertake monthly inspections of overwintered plants for watering and feeding if required.
- Provide winter bedding plants for barrel planters on Jubilee Square ensuring the soil is suitably covered with plants and water barrels once a week during winter season (this may be more or less often depending on the weather) to maintain the planters in a tidy and attractive condition until the end of March 2028.

The successful applicant will be required to provide evidence of £5million public liability insurance, method statements and risk assessments for the watering and maintenance of the planters.

PLEASE SUBMIT QUOTES TO THE TOWN CLERK, WEM TOWN COUNCIL, WEM LIBRARY, HIGH STREET, WEM SY4 5AA
info@wem.gov.uk, 01939 232733
by 16.00 on 16th December 2026

Appendix A

Suggested planting plan

Pole Baskets x 6	Per Planter	Total Required
Edge of Basket		
Lysimachia	4	24
Surfinia Petunia Purple	4	24
Geranium Trailing Red	4	24
Fuchsia Trailing (Marinka or similar)	2	12
Fuchsia Trailing (Cascade or Similar)	2	12
Surfinia Petunia Yellow	4	24
Centre of Basket		
Begonia Illumination (4 different colours)	4	24
Three Tier Planters x 3		
Tier One Top		
Lysimachia	3	9
Begonia Illumination	3	9
Trailing Geranium Red	3	9
Surfinia Petunia Blue	3	9
Tier Two Middle		
Row 1 Edge		
Lysimachia	4	12
Begonia Illumination	4	12
Surfinia Petunia Yellow	4	12
Trailing Fuchsia (Marinka or Similar)	4	12
Row 2 Centre		
Geranium Trailing Red	8	24
Tier 3 Bottom		
Row 1 Edge		
Lysimachia	4	12
Begonia Illumination	4	12
Trailing Fuchsia (Cascade or similar)	4	12
Petchoa Purple	4	12
Bidens Orange Preferred	4	12
Row 2 Centre		
Trailing Geranium Red	8	24
Trough Planters x 6	8	48

Appendix B -

The Town Council is responsible for the maintenance of floral planters in Wem in the following locations

High Street. Outside the Library.	2	8’ high pole surmounted by a plant holder approximately 24” in diameter
Barrel Planters located on The Jubilee Square	8	Diameter 630mm Depth 450mm
Entrance Planters Whitchurch Rd, Soulton Rd, Shawbury Rd Mill Street Railway Bridge, Ellesmere Rd	5	Wooden in situ planters 1.22m in length 56cm in width & 54cm in height
Morgan Library	2	3 tiered planters
Summerfield Road and New Street Junction	1	3 tiered planter

Entrance Planters

Location	Number	Planter Type
Ellesmere Road	1	Wooden rectangular entrance Planter
Whitchurch Road	1	
Robinson and Young Roundabout by Railway Bridge	1	
Shawbury Road	1	
Soulton Road	1	
Sommerfield Field /Junction New Street	1	

The following planters are included for watering only

Location	Number	Planter Type
High Street - Adjacent to Monks Estate Agents	2	Trough
High Street - Outside library	2	Trough