

January 2024

FLORAL PLANTER WATERING AND MAINTENANCE INVITATION TO QUOTE 2024-25

QUOTES ARE INVITED FOR THE FOLLOWING WORK SPECIFICATION

Summer

1. To collect the 15 pole planters, 8 barrel planters and 3 x 3 tiered planters from The Town Council's contractor and erect them by the 1st June 2024.
2. To water all planters at least three times a week, (as specified in appendix A) fertilize as necessary and maintain the planters in a tidy and attractive condition until the end of September 2024 (exact date dependent on weather and condition of planters). In addition to the Town Council owned planters watering of the following troughs is included in the contract

Location	Number	Planter Type
High Street - Outside Wem Town Hall	1	Trough
High Street - Adjacent to Monks Estate Agents	2	Trough
High Street - Outside library	1	Trough

3. To dismantle the planters and return to agreed location.
4. To water 5 entrance planters once a week during 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 2024.
5. To remove summer bedding plants from entrance planters and leave planters in a tidy state for the winter period.
6. At a date to be agreed at the end of September early October to remove all planters and recycle the compost on the Town Council's allotments (contractor to be informed of composting site.)

Winter

1. To supply winter bedding plants and plant up the 8 barrel planters on The Jubilee Square for the winter season. Barrels to be planted with winter bedding by 30th November 2024.
2. To 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 2025.

The successful applicant will be required to provide evidence of 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 16th February 2024**

Appendix A

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

Location	Number	Planter Type
High Street. At the rear of the pavement in front of the Church and Church Hall.	10	8' high pole surmounted by a plant holder approximately 24" in diameter
High Street. Outside the Library.	2	8' high pole surmounted by a plant holder approximately 24" in diameter
Aston Street. Outside the Mythstories Museum (the former Morgan library)	3	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
Jubilee Square area	1	3 tiered planter
Isherwoods Road entrance	1	3 tiered planter
Summerfield Road and New Street Junction	1	3 tiered planter and entrance planter

The following planters are included for watering only

Location	Number	Planter Type
High Street - Outside Wem Town Hall	1	Trough
High Street - Adjacent to Monks Estate Agents	2	Trough
High Street - Outside library	1	Trough