

**Report: 24.079 – Appointment of Contractor Whitebridge
Laverstock & Ford Parish Council
Subject: Whitebridge Road play Park
Author: Joe Elder, Operations Officer
Date: 17th May 2024**

1. Report Summary

A report to councillors regarding the selection of the successful tender for the refurbishment of Whitebridge Road Play Area

2. Background

Laverstock & Ford Parish Council issued an Invitation To Tender (ITT) for the refurbishment of an existing play area at Whitebridge Road, Laverstock. As a result of the ITT, seven tenders were submitted from established and experienced playground installers. All of those tenders submitted were within budget and submitted on time and as a result all seven tenders were accepted for evaluation.

Prior to the evaluation process the Parish Clerk and the Operations Officer ensured that all tenders were anonymised.

3. Summary

On Thursday 16th May 2024, an evaluation of the seven tenders was conducted by three councillors and two staff members. Each member of the evaluation process independently recorded their score in accordance with the 'criteria for awarding score'. These scores were then calculated and apportioned to the respective tenderer offering.

4. Conclusions

At the conclusion of the evaluation process, the scores were cross checked by Parish Clerk and the Operations Officer and the top two scores were;

Tender One 259.5 (see image 1 below)

Tender Three 218.5 (see image 2 below)

All remaining tenders scored below 200.

5. Recommendations

It is recommended that the Parish Council resolves to appoint Wicksteed Leisure (Tender One) for the refurbishment of Whitebridge play area for a cost of £82,000 + VAT



Image 1 Tender One



Image 2 Tender Three