



# SHREWSBURY TOWN COUNCIL

Livesey House, 7 St John's Hill, Shrewsbury, SY1 1JD

Please ask for: Mr S Farmer

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Tuesday 5<sup>th</sup> November 2024

## **SHREWSBURY TOWN COUNCIL- Supply and installation of adult outdoor gym equipment at Greenfields Recreation Ground, Shrewsbury.**

Tenders are invited for the supply and installation of outdoor gym equipment at Greenfields Recreation Ground, Shrewsbury, this will be a new addition to the area to enhance the visitor attraction to the site. Please refer to the 'site information' section for site specifics.

All prices to be net, excluding VAT.

A map of the location is attached to this document with possible locations of the equipment however Shrewsbury Town Council are open to different locations if deemed necessary.

Please register your intention to submit a tender by emailing [stuart.farmer@shrewsburytowncouncil.gov.uk](mailto:stuart.farmer@shrewsburytowncouncil.gov.uk), to include all contact details; this will enable us to inform you of any alterations or additions to the specification.

Any installation must comply with EN16630 – Permanently installed Outdoor Fitness Equipment Adults Taller than 1.4m.

Current API (Association of Play Industries) RPII (Register of Play Inspectors International) guidelines and methodology must be adhered to in respect of separation of dedicated play equipment.

A timescale for commencing this project will be agreed between Shrewsbury Town Council and the chosen contractor following the award of the contract. Ideally this install will not take place during school holidays unless this is agreed between the two parties. School holiday timetable can be found at [Term time and holiday dates | Shropshire Council](#)

### **Site Information**

Address: Greenfields Recreation Ground, Fallstaff Street SY1 2QN (Nearest post code)

What3words location: broad.yards.wipe

### **IMPORTANT: A site visit is essential to assess the site and access and to gain detailed measurements**

There is an existing children's play area within the vicinity of the site, clear definition will be required to ensure this equipment is not mis-used by children mistaking it as play equipment, this can either be completed by fencing and signage or relocating the equipment if deemed necessary.

### **Safety Standards**

All equipment will be required to comply with EN16630:2015



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## **Equipment Layout**

It is expected that the equipment will be laid in a linear formation alongside the exiting pathway, it is expected that this layout will reduce the need for fencing and wet pour surfacing.

## **Inclusive and accessible Equipment**

It is vital that there is inclusive and accessible equipment installed, this can be achieved by either the equipment being able to be used from a wheelchair or an easy transition from the wheelchair,

## **Possible Equipment**

Residents have compiled a basic wish list of equipment for the site, this includes the following

- Arm & Pedal Bicycles
- Multigym units
- Squat equipment
- Steppers
- Rower

This list is not inclusive, and Shrewsbury Town Council will welcome any further input from tenderers as to other solutions. All pieces of equipment should come with signage that contains instructions for use and minimum heights of users as well any health and safety implications.

## **Specification to include**

- All professional fees and design
- Drawings of proposed designs
- Mobilisation and set up
- Setting out of works area
- Installation
- Post installation inspection
- Demobilisation and reinstatements

## **Health and Safety Requirements**

Tenderers will be expected to comply with all current Health and Safety policies and procedures in connection with this project and may be asked to produce their health and safety policy following the evaluation process.

## **Case Studies**

Please provide case studies of previous project similar to your proposal.

## **Data Sheets**

Please provide data sheets for individual pieces of equipment including maintenance regimes where possible. This should also contain the inclusivity and accessibility information for the equipment.

## **Project Co-ordinator**

A project co-ordinator or single point of contact must be nominated by the successful tenderer who should be readily contactable to deal with any queries and problems that may arise. This point of contact must be available from the date the contract is awarded until satisfactory completion of the project.

## **Site Security**

The winning tenderer will be responsible for ensuring the site is secure during the installation and construction phase of the project, Skips and machinery are to be kept in a fenced area to avoid damaged and fly tipping.

## **Guarantees and Warrantees.**

Please provide a detailed breakdown of warrantees and guarantees for all items to be installed including.



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- All Gym Equipment
- Surfacing

## Evaluation and awarding of the contract.

The contract will be awarded to the company that complies with all written requirements, has satisfactory references, and offers the best value of service. A breakdown of the scoring is as follows.

Criteria	Maximum score
Cost of Equipment	40
Accessibility and inclusivity	30
Guarantees and Warrantees	30

## Further Information

Please be aware Shrewsbury Town Council may contact you for further information following the closing date of this opportunity, if any further information is required the notification will only be sent from the name officer on this document. This may include but is not limited to:

- Method Statements
- Risk Assessments
- Proof of Operatives Qualifications
- Copies of insurances PL + EL

## Submitting your tender

Please submit your tender either via Hard copy in a clearly marked envelope **GREENFIELDS ADULT GYM EQUIPMENT TENDER** by no later than **1pm On Friday 6<sup>th</sup> December 2024**, or alternatively by emailing the named officer above.

**PLEASE NOTE – WE ARE NOT ABLE TO ACCEPT WETRANSFER FILES**

## Please submit the following

- Tenderer Questionnaire
- Cost Submission
- Copies of requested forms
- Scale Drawings of the proposal

Yours sincerely

Stuart Farmer  
**Acting Operations Manger**



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Map of possible locations.





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## Tender Return

Item	Cost
Preliminaries	£
Signage	£
Surfacing	£
Fencing (optional)	£
Gym Equipment	£
Installation	£
Reinstatements	£
Project Total	£