



SHREWSBURY TOWN COUNCIL

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

Please ask for: Stuart Farmer
Tel. Direct: 01743 257648
E-mail: stuart.farmer@shrewsburytowncouncil.gov.uk

22nd April 2026

Invitation to Tender for Shrewsbury Town Council Supply of Plants and Shrubs for Roushill Park

Shrewsbury Town Council are currently sourcing a supplier for Plants and Shrubs for the new Roushill Park development in Shrewsbury.

Shrewsbury Town Council owns and operates its own nursery on the outskirts of the town, on average the Town Council is responsible for 300,000 plants grown from plugs and seeds that are displayed throughout the town in formal bedding displays, This will allow the Council to take delivery of these plants, shrubs and small trees in bulk and store them securely until they are required for planting.

A full list of the required plants and shrubs including pots sizes is available by sending an email to the following address: procurement@shrewsburytowncouncil.gov.uk, this will also allow us to keep you up to date with any alterations or changes during the tendering process.

The expected delivery for these will be in late September early October 2026.

Special Notes

A special note should be made if the goods are imported, and the country or origin should be stated for pest and disease inspection purposes

Payment

Payment for this will be made following invoicing of the full amount around delivery deadlines.

Evaluation and Awarding of Contract

The tender will be evaluated on the following criteria, any substitutions will be cross referenced for suitability prior to the award of contract

Criteria	Maximum Score
Tendered Amount	50%
Ability to Deliver Required Plants and Shrubs at the appropriate time	25%
Ability to deliver the requested items	25%



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Submitting a Tender

Please submit your tender using the format of Detailed Tender Specification form and return these either in hard copy to the following address:

**Shrewsbury Town Council
Livesey House
7 St Johns Hill
Shrewsbury
SY1 1JD**

Or by email to procurement@shrewsburytowncouncil.gov.uk

Closing date **Friday 15th May at 1pm** any tender received after this time and date will not be considered.

Yours sincerely

Stuart Farmer
Operations Manager