SHREWSBURY TOWN COUNCIL

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

Please ask for: Mr S Farmer

Tel. Direct: 01743 257648

E-mail: procurement@shrewsburytowncouncil.gov.uk

Tuesday, 6th October 2026

Invitation to tender
Design and installation of Junior Play Area at Kynaston Road, Shrewsbury.

Tenders are invited for the refurbishment of the existing play at Kynaston Road, Shrewsbury SY1 3JR,

Important Notes:

(i) Only tenderers with a current API (Association of Play Industries) membership will be considered for this project

(ii) A site visit is advised in the preparation of your tender to assess access and investigate site specific limitations and problems.

Registering your intention to tender

Please register your intention to submit a tender by sending an email to procurement@shrewsburytowncouncil.gov.uk at your earliest convenience. This will ensure you are added to the interested tenderer register and will ensure you are kept up to date with questions, answers and any alterations to the tender during the tendering process. This will also act as the trigger for Shrewsbury Town Council to send the Play Value scoring spreadsheet which is required with your submission.

All interested tenderers are required to return all requested documents in their entirety. Failure to complete the necessary paperwork in its entirety will result in your tender being excluded from the process.

There will be a set date for an accompanied site visit, if requested; information on the set date will be emailed shortly after receipt of expression of interest. The site visit will be conducted by the Play & Horticultural Development Officer.

The site is open to the public 24/7 should further site visits be required by tenderers in addition to the planned accompanied site visits.

Locations

Kynaston Road, Harlescott Grange, Shrewsbury
Nearest Post Code is: SY1 3JR (Harlescott Grange Community Hub)

What3words location: yarn.sober.spend

Location maps are included.



Background
A list of essential equipment is stated in this document and includes inclusive play equipment for all abilities from the ages of 6 through to 12, (see individual site specifications).

The main objectives of the project are to:

(i) Improve the variety of play equipment on site
(ii) Increase playing space on the site
(iii) Provide residents with a safe place to play

Budget
An estimated Budget has been set for this project of **£85K**

European Standard Requirements
All Play area, equipment and safety surfacing will be required to conform to current **BS EN1176** and **BS EN1177** safety standards.

General Scope of Contract

(i) Ownership, liability and responsibility for insurance of the play area will lie with the contractor until satisfactory reports have been accepted by Shrewsbury Town Council.

(ii) This will include the RoSPA report that is to be included within the submitted quotation.

(iii) 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 or problems that may arise. This point of contact must be available from the date the contract is awarded until satisfactory completion of the project.

(iv) The contractor will be required to liaise closely with Shrewsbury Town Council prior to commencement of works and during the installation period.

(v) Whilst construction is taking place, the area must be contained within a fenced area to prevent unauthorised use. Signs to be fixed to the fencing or entrances to notify the public of reason for closure. Fencing to be provided at the contractor's cost.

(vi) Storage of machinery, equipment and materials will be the responsibility of the contractor.

(vii) All excess materials and spoil from excavations are to be disposed of at the contractors cost at a licenced recycling centre.

(viii) Give Town Council Officers at least 24 hr notice before removal and disposal of existing equipment so that Town Council operational staff can recover and take into storage any parts or items of equipment that can be kept for spares.

(ix) Any area of the recreation ground or private property damaged by the contractor during the works must be reinstated to its original condition at the contractor's cost.

Preparation

Remove and dispose of existing play equipment and pedestrian entrance gates.

Essential items of equipment to be included

(i) Challenging multiplay/climbing unit (may include items such as banister slide, climbing wall)
(ii) Junior Basket Swing
(iii) Flat swing
(iv) Other small challenging play equipment items

Other items required

Fencing

Where necessary, replacement of bent or damaged existing fencing panels with new matching 1200cm IAE bowtop 16mm heavy duty galvanised steel fencing panels to match.

Gates

Supply and install two 'Easygate' branded gates in yellow. Easy-Gate 1.2m high x 1.2m wide play area pedestrian gates-flat top RAL1003 Carry out adjustment to fencing either side of the gates as necessary any new fencing to be bow topped fencing to play area specification 16 mm heavy duty galvanised finish, to match existing IAE fencing.

Seating

Refurbishment of existing benches

Safety Surfacing

Black wetpour safety surfacing full coverage required.

Connecting Paths

issues with the kerb edging trip hazards identified on annual safety inspections close to entrance gate

Specification to include

- All professional fees and design
- Drawings of proposed designs
- Mobilisation and set up
- Setting out of work area
- Dismantle and dispose of existing equipment & surfacing as specified
- Installation
- RoSPA post installation inspection
- Demobilisation and any reinstatements

Items to Note regarding play equipment

- No tube slides, plastic slides, tunnels, enclosed space or roofs
- All equipment to be of robust steel/metal construction, vandal and antisocial behaviour resistant with limited panelling to discourage graffiti
- If panelling is to be included, these must be easy clean.
- Equipment will predominately be constructed from metal.
- Play equipment to be targeted at age ranges 6 to 12 years of age.

Inclusive Play

Your design will include elements of inclusive play – These are to be highlighted within your submission. This will include all accessible activities to all regardless of physical or mental abilities.

Play Value

Play value has long been a contentious issue from an evaluator's viewpoint as different manufacturers and suppliers score it very differently. In an attempt to clarify Shrewsbury Town Councils position, we have included within the tender documents a play value scoring matrix, a requirement of submission is the play value scoring spreadsheet. This will require completing by the tenderer and will be clarified by officers during the tender process. The score you appoint should be realistic and justifiable; however, officers are able to alter the score should they feel it is required. The spreadsheet for play value will be sent once a tenderer has expressed their interest in submitting.

Part of the play value evaluation is the maximum number of users for the play equipment. We would also like to know the method for arriving at this number, is it the total number of users that can play comfortably on each item or the capacity on each item in regard to safe maximum loads. Further questions on play value are contained within the tenderer questionnaire.

Post Installation Inspection

Shrewsbury Town Council will not accept responsibility for the facility until it is in receipt of a clean, acceptable post installation report from RoSPA, the cost for this will be covered in your tender submission.

Reinstatements

Demobilise and carry out necessary reinstatement work.
Any damage to the play area, and surrounding areas to be made good, repair to original state.

Health and Safety requirements
Tenderers will be required to supply Shrewsbury Town Council with copies of the following with the tender submission

- Method Statements
- General Risk Assessments
- Health and Safety Policy
- Certificate of Public Liability Insurance
- Certificate of Employers Liability Insurance
- Proof Of Operative Qualifications

Timescales for Installation
The ideal time for this contract to be completed is outside of school half term breaks and holidays unless agreed otherwise with the Town Council. Please refer to the Shropshire Council website for dates, this may be dependent on weather conditions. Term time and holiday dates | Shropshire Council

Guarantees and Warranties
Please provide a detailed breakdown of warranties and guarantees for all items to be installed including;

- Wetpour Surfacing - edges, main body of wetpour, graphics, etc,
- Gates
- Bow Top Fencing
- All Items of Play Equipment

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. The play value scoring matrix is attached below is to be used, this will be checked by officers to confirm figures are correct and appropriate. Guarantees and warranties will be assessed on their own merit to ensure ongoing maintenance is kept to a minimum. Shrewsbury Town Council may require further information from the tenderer after the submission deadline, if this occurs the Operations Manager will contact the nominated person named in the tenderer questionnaire.

The Contract will be evaluated on the following basis.

Play Value 20%
- Activity count
- Capacity of play area
- Additional value

Price 20%
- Ability to stick budget
- Discounts applied

Inclusive Play Elements 20%
- Knowledge of inclusive play items
- Activity count
- Recognition of hidden needs (autism, sensory, neurodiverse etc)
- Ensuring inclusive items are exclusively for the disabled

Guarantees and Warranties 20%
- Length of Play equipment guarantees
- Length of safety surface warrantees

- Length of Installation warrantees

Capability 20%

- Providing an achievable timescale proposal
- Ability to complete project to expect timescales
- Qualifications for installation teams

Additional Information

Owing to the requirements of public funding, parts (or all) of the tender documents may be required to remain in the public domain, if this is a concern, perspective bidders should contact Shrewsbury Town Council for further clarification.

Contract award Conditions

Shrewsbury town Council reserves the right not to award any contract as a result of this tender process and is not bound to accept the lowest bid.

Submitting

If you wish to submit a tender for this project, please submit by either;

Using the address label provided, clearly marked KYNASTON ROAD PLAY AREA REFURBISHMENT or send by email to procurement@shrewsburytowncouncil.gov.uk , clearly marked **FINAL SUBMISSION KYNASTON ROAD PLAY AREA.**
Please Note – we are unable to access 'Wetransfer' for document sharing.

Tenders must be received no later than **1pm Friday 20th November 2026**, any tender received after this deadline will not be evaluated.

Submit the following

- Completed play value scores
- Cost Submission Forms
- Copies of requested forms
- Breakdown of quotations
- A proposed project timeline from award to completion
- A copy of API membership certificate
- Unbranded drawing/s of your proposed designs, showing correct equipment orientation and layout at a realistic scale. Omit imaginary children and non-existent soft landscaping – include existing fencing, hedges, entrances, pathways and gateways
- Scale drawings of your designs and site layout – include existing fencing, hedges, property boundaries, entrance and gateways
- A detailed description and scale picture of each piece of equipment, including photos
- Qualification certificates for installation teams and any accreditations

Timetable for tendering

- Invitation to tender **6th October 2026**
- Deadline for Questions or clarifications **6th November 2026**
- Closing date for tenders Friday **20th November 2026**
- Award of contract Friday **11th December 2026**

If you have any further enquiries, please contact Stuart Farmer on 07976 021000 or email Procurement@shrewsburytowncouncil.gov.uk

Yours sincerely



Stuart Farmer
Operations Manager – Amenities and Infrastructure

Cost Submission Form

Preliminaries	£
Design	£
Fencing	£
Safety Surfacing	£
Play Equipment	£
Installation	£
RoSPA post installation report	£
Contigencies	£
Project Total	£