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| Meeting  | Full Council  |
| Date | Wednesday 3 April 2024 |
| Report Title | Grounds Maintenance Contract  |
| Author:  | Projects Officer, Johanna Edwards  |

**Officer’s Recommendations:**

1. To received and agree recommendations from FPGP Committee: to award Grounds Maintenance Contract 2024 – 2026 to Company A (Dave Howse Service LTD).

**Background**

Cam Parish Council launched an Invitation to Tender for the Grounds Maintenance Contract 2024 – 2026 in February 2024. The following milestones have been met:

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| **ACTION**  | **DATE**  |
| Advertised  | Friday 9 February |
| Deadline for queries | Monday 11 March |
| Deadline for submissions | Friday 22 March  |
| Tender opening & evaluation | Monday 25 March |
| Working Party Scoring  | Wednesday 27 March, 1730 meeting |
| Working Party recommendation to FPGP Committee  | Wednesday 27 March |
| Full Council ratification  | Wednesday 3 April  |
| Contract Award | Thursday 4 April |

On Wednesday 28 March the Working Party reviewed and scored tender submissions. The working party were presented with redacted copies of the submissions before the meeting, and a summary of the submission responses. Following Local Procurement Government guidelines the scoring was conducted before the Working Party were informed of the companies associated with the submissions.

The scoring result was as follows:

