

Report Statement

Report Purpose:

Town Centre Florals ITT

Author:

Town Clerk

Current Situation

Ansa are currently contracted to provided the following floral arrangements in the town centre:

- 104 half circle pole mounted baskets;
- 72 barrier planters;
- 21 3-tiered planters;
- 10 large static square planters.

To be planted for summer and planted for winter.

This is the final year of the contract, and therefore an ITT has been prepared to provide the town centre florals.

Update

The new ITT will be a little more flexible while still seeking the same level of service:

The appointment of a contractor to plant, transport, water (as needed) and maintain (including dead-heading, weeding and removing litter) the floral displays in Macclesfield Town Centre, currently consisting of:

- 104 half circle pole mounted baskets;
- 72 barrier planters;
- 21 3-tiered planters;
- 10 large static square planters.

To be planted for summer and planted for winter.

If you can only provide part of the contract, this is acceptable, please clearly state which part you are tendering for e.g. 72 barrier planters.

It will be for years 2023 and 2024 with the possibility of a one year extension.

The budgeted amount in florals is £40,000 per annum.

Timescales

If approved the timescales will be as follows:

Activity	Date / time
Issue of Contract Notice / availability of ITT documents	26/07/22 Midday
Deadline for clarification questions (Clarification Deadline)	19/08/22 Midday
Deadline for submission of ITT responses by potential suppliers (Tender Response Deadline)	02/09/22 Midday
Panel meet to submit scores and make decision	16/09/22
Contract Awarded	30/09/22