

Request for Quotations – Various Works at Illogan Park, Trevelyan Road, Illogan

Introduction

Illogan Parish Council invites suitably qualified and experienced contractors to submit quotations for the supply and/or installation of outdoor furniture and associated groundworks in the vicinity of the Council Office and Illogan Park.

Scope of Works

The Council seeks quotations for the following works. Bidders may submit quotations for one, several, or all elements listed below.

1. Covered Shelter

- Supply and installation of one accessible square or rectangular covered shelter.
- Shelter to be constructed from recycled plastic or similarly sustainable materials.
- Must include sufficient clearance and flat, firm surfacing underneath to allow access for wheelchair users.
- Shelter should be large enough to accommodate at least one wheelchair space alongside seating, in accordance with accessibility standards.
- To be sited on the grassed area opposite the Council Office.

2. Connecting Path

Design and construction of an accessible connecting path from the existing paved pathways to:

- The new covered shelter
- The picnic table installation area
- Pathway must be suitable for wheelchair and pushchair access, and constructed with a durable, low-maintenance surface.
- Contractor to recommend surface material (e.g., compacted gravel, resin-bound gravel, tarmac, or concrete), subject to Council approval.

3. Picnic Table Installation

- Installation of two existing picnic tables, currently stored in the Council container.
- Picnic tables must be installed with sufficient surrounding clearance and firm ground surface to allow easy access for wheelchairs.
- Site: grassed area opposite the Council Office.

4. Benches

- Supply and installation of up to 8 recycled plastic benches with armrests.

- Benches must have a higher seat profile than existing park benches (to improve accessibility).
- Installation to be carried out at locations to be specified within Illogan Park.

5. Concrete Pads – Repair and Addition

- Inspection, clearing, and repair of existing concrete pads in Illogan Park designated for bench placement.
- Supply and installation of new concrete pads as necessary for proposed new bench locations.
- All pads must be installed to accommodate bench dimensions and ensure long-term stability.

Mapping

- Please see attached a site map detailing:
 - All current concrete pads for benches.
 - Proposed locations for additional pads and benches.

Submission Requirements

Quotations must include:

- Company name, address, and contact details.
- A detailed proposal outlining the methods, equipment, and techniques to be used.
- An itemised quote showing the cost for each element quoted, including materials, labour, and VAT (where applicable).
- Any assumptions or optional extras should be clearly stated.
- Full product specifications
- Cost estimate, including a breakdown of all expenses.
- Timeline for completion of the works.
- Evidence of relevant experience and qualifications.
- Proof of insurance (public liability, employer's liability).

All submissions must be delivered electronically via email to enquiries@illoganparishcouncil.gov.uk or by hard copy to Illogan Parish Council Community Office, Trevelyan Road, Illogan, Redruth, Cornwall, TR16 4RG by 4pm on Thursday 19th June 2025.

Additional Information

- Site visits can be arranged upon request by contacting Sarah or Emma on 01209 711433 or emailing enquiries@illoganparishcouncil.gov.uk

Terms And Conditions

1. The Council reserves the right not to accept the lowest or any quote.
2. The Council may request clarification on aspects of the submitted quote.
3. All companies will be notified in writing of the outcome of the quote process.
4. The selected contractor must ensure compliance with all statutory and professional standards.
5. The selected contractor must provide copies of all health and safety, risk assessment, insurance and competence certificates before commencing work.

We look forward to receiving your quote.

Detailed Description of Elements for Quotation

Item No.	Description	Details / Specifications	Quantity / Scope
1	Covered Shelter	<ul style="list-style-type: none"> - Made from recycled plastic or other sustainable material - Square or rectangular shape - Weather-resistant and suitable for public use - Installed on grass area opposite Council Office 	1 shelter
2	Picnic Table Installation	<ul style="list-style-type: none"> - Installation of two existing picnic tables (currently in storage) - Securely installed on the grass area opposite the Council Office - Inspection and reporting of table condition prior to installation 	2 tables
3	Connecting Path	<ul style="list-style-type: none"> - Supply and construction of an accessible pathway from existing paths to: <ul style="list-style-type: none"> • Covered shelter • Picnic tables - Durable surface (e.g., compacted gravel, resin-bound gravel, tarmac, or concrete) - Suitable for wheelchair/pushchair access 	Approx. 10–20 metres, subject to site inspection
4	Benches (Supply & Install)	<ul style="list-style-type: none"> - Recycled plastic construction - With armrests - Higher seat profile than standard benches - Installed on concrete pads 	Up to 8 benches
5	Concrete Pad Repairs	<ul style="list-style-type: none"> - Clean, inspect, and repair existing pads in Illogan Park intended for bench installation - Ensure all pads are level and safe for seating 	Number to be confirmed following site inspection
6	New Concrete Pads	<ul style="list-style-type: none"> - Supply and install new concrete pads where additional benches are to be located - Dimensions to suit specified benches - Concrete to be suitable for outdoor, load-bearing use 	

