

INDIAN QUEENS & ST. ENODER CEMETERY MAINTENANCE

Tender contract to commence 1st May 2026 FOR 4 YEARS

Specification

GRASS areas in the Indian Queens Cemetery & St Enoder Cemetery (except extension area at Indian Queens Cemetery) & Indian Queens Cemetery & St Enoder Cemetery grass verges (at the entrance of the cemeteries) to be cut weekly from March to October and fortnightly from November to February, grass cutting to be removed/mulched.

Grass around headstones, between kerbing, trees, paved areas and seats to be kept tidy by regular trimming.

Old graves on right with kerbing and stones to be sprayed with weed killer as necessary, strimming between kerbing stones (Indian Queens)

All grass mowings to be kept off the paths & headstones/ memorial stones, wiping down to remove grass.

ENTRANCE GATE & PATH edges to be kept tidy and weed free.

FLOWER BEDS to be tended and kept tidy at all times. Weeding when necessary to ensure all flower beds are weed free and providing additional plants if necessary.

HEDGES , SHRUBS & TREES to be trimmed & pruned when necessary to keep a tidy appearance. Hedges strimmed and drainage ditch kept clear.

BINS to be emptied weekly at St Enoder Cemetery and daily at Indian Queens Cemetery, rubbish removed from site.

WATER CONTAINER at Indian Queens Cemetery to be topped up when necessary.

GENERAL MAINTENANCE: Gates, Walls & Sheds to be painted when necessary, Parish Council will provide the paint. Ivy cut back on sheds and walls when necessary.

TOTAL PER ANNUM FOR FOUR YEARS.....

GRAND TOTAL FOR YEARS.....

NAME.....

ADDRESS.....
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Additional information:

1. Have you undertaken any relevant training courses? YES/NO
If yes please provide copies of certificates obtained.
2. If you are intending to use an employee(s) to assist have they undertaken any training courses? YES/NO/ NO EMPLOYEE(S)
If yes please provide copies of certificates obtained.
3. Do you hold Public Liability Insurance YES/NO
We require a minimum of £5,000,000 PLI, if successful you will have to provide a copy of your cover.
4. If successful we will require Risk Assessments & Method Statements are you able to provide this? YES/NO

Please return the completed form in a sealed envelope by Noon on 12th January 2026 to:

Mrs Amanda Kendall, Parish Clerk, St Enoder Parish Council, Foxleigh, Treviglas Lane, Probus, Truro, TR2 4LH

Please ensure you mark the outside of the envelope 'TENDER- OPEN CEMETERIES' so it is not opened in error before the closing date.