



Celebrating 50 years
1974-2024

ST IVES TOWN COUNCIL

Town Hall, Market Hill, St Ives, Huntingdonshire PE27 5AL
Telephone: 01480 388929 Email: townclerk@stivestowncouncil.gov.uk
Town Clerk: Mrs Libby White BEM BA(Hons) FSLCC

TWINNED WITH STADTALLENDORF

28th October 2024

Invitation to Tender for Grounds Maintenance in St Ives, Cambridgeshire for the period 2025-2028

On behalf of St Ives Town Council (the Town Council), you are invited to submit a tender in relation to the provision of cleaning services for the period April 2025-March 2028.

Please contact me for the full specification, plans and supporting documents. The work includes cleaning of Town Council owned and maintained buildings throughout the town of St Ives, Cambridgeshire.

Site Visit(s)

It is possible to visit all sites during working hours of 9am until 3pm. To arrange a suitable time, please contact the Facilities Manager, Trevor White via email on facilities@stivestowncouncil.gov.uk.

Submission of Tender

Please submit the tender in a sealed envelope marked conspicuously 'Tender for Cleaning Services' and send addressed to the Town Clerk, St Ives Town Council, St Ives Town Hall, Market Hill, St Ives, PE27 5AL on or before **12noon on Friday 29th November 2024**.

Please ensure that prices are identified for individual areas of the specification, and a price for total costs.

Please note that St Ives Town Council is not obliged to accept the lowest tender. **Late submissions will NOT be considered.**

Additional Documents Required

Copy of relevant insurance documents
Risk assessments and method statements

Please note that it is the responsibility of the tenderer to study the specification and requirements before submitting the tender.

Yours faithfully

Libby White BEM BA(Hons) FSLCC
Town Clerk

