

# **KIRKBURTON PARISH COUNCIL**

**Burton Village Hall  
Northfield Lane  
Highburton  
Huddersfield HD8 0QT**

## **SPECIFICATION FOR INSTALLATION OF A NEW TAP AT THE FAR END OF GRANGE MOOR ALLOTMENTS**

### **Contract Details**

Site: Allotment gardens situated on Liley Lane, adjacent to Wakefield Road by the Bon Marché roundabout. Please see the attached site plan for the exact locations of the work within the allotments.

Employer: Kirkburton Parish Council, Burton Village Hall, Northfield Lane, Highburton, Huddersfield HD8 8QT. Tel: 01484 604391 Email: [clerk@kbpc.co.uk](mailto:clerk@kbpc.co.uk)  
The office is open on Mondays and Thursdays from 9.30 am to 1.30 pm.  
To contact the Council urgently please use email.

### **Preliminaries**

Contractors should acquaint themselves with the conditions of work before tendering, as no claim will be entertained on the grounds of want of knowledge.

Quotations are to be submitted exclusive of VAT.

The Contractor shall include in his tender for everything necessary to complete the works.

The Parish Council does not accept any responsibility for any cost incurred during the preparation of the tender.

The Contractor shall comply with the Health and Safety at Work regulations and all other statutes and regulations.

Lone Working: If working alone the Contractor is required to take the precaution of notifying another person of his/her whereabouts and the length of time expected to be on site.

All rubbish shall be removed from the allotment gardens.

Work shall be carried out at minimum inconvenience to the Council's tenants, neighbouring properties and the general public.

Before the contract can commence, the contractor must supply the Council with a copy of the Public Liability Insurance cover and a risk assessment for the work. Work cannot commence until the Council has confirmed that all the documentation is in place.

If any event occurs which may give rise to any claim or proceeding in respect of loss or damage to the Works or injury or damage to persons or property arising out of the Works, the Contractor shall immediately give notice to the Employer and the Insurers.

**Detail:**

To install a new tap at the far end of the allotments accessible to Plots 16 / 17A / 17B, etc.  
The exact location is to be advised by the contractor.

Quote for the above work: £ .....

The earliest date available to commence the work: .....

Name:
Firm:
Address (inc post code):
Tel:
Fax:
Mobile:
Email: Please make clear any underscorings or full stops.

Please return this form to Mrs Angela Royle, Clerk to the Council, at Kirkburton Parish Council, Burton Village Hall, Northfield Lane, Highburton, Huddersfield HD8 0QT. You may wish to keep a copy for your own records.

Deadline for receipt of completed forms: **Midnight on Thursday 18 May 2017**  
E -Mailed forms are acceptable.

If you are delivering by hand when the office is closed, please post in the main postbox to the left of the main door at the village hall, when facing the building.

All the data and information provided above and in any attachments, will be processed in accordance with Data Protection Legislation. Kirkburton Parish Council is subject to the Freedom of Information Act, and may be required to disclose some of the information provided at a later date, unless it is included in any of the exemptions specified in the Act.