

WADHURST PARISH COUNCIL

Contract for the cleaning services at the public conveniences situated at the Commemoration Hall and Cleaning of the Jubilee Playground.

The parish council are inviting tenders for a contractor to clean and maintain the public conveniences and the Jubilee playground.

Period: November 1st 2022 to October 30th 2025.

Background

The public conveniences are situated at the front of the Commemoration Hall in the High Street. The council lease these from WIH&F and are provided under the Community Toilet Scheme sponsored by Wealden District Council.

The Parish council is obliged to maintain and keep the toilets clean and provide sufficient supplies to do so. This is especially important during the current epidemic and thus requires a more rigorous cleaning regime than that which may have been acceptable in previous times.

The Jubilee playground is situated at the side of the Commemoration Hall on the recreation ground.

Tender Submission.

The closing date for submission for the tender is Friday 30th September 2022. The tender should be submitted to the Parish Clerk via email below.

The cleaning service will be provided during the hours that the toilet is open, except Christmas day. The opening hours are controlled by a Parish installed time lock and are from 07:00 to 19:00 daily.

- Cleanliness inspections at least once a day.
- Checking everything is ok, replenishing if needed
- Full clean once a day, at a minimum. General cleaning toilets/sinks/sides and floors
- Deep clean once a week due to COVID-19. All cleaning plus cubicles, walls and doors etc.
- Public display of an inspection / cleaning log
- Report any damage immediately to the Parish Clerk (via email)
- Ensure there is adequate stock of materials including hand wash
- Ensure all safety signs are in place - else report to the Parish Clerk

The contractor will provide the necessary cleaning tools and materials. All stock items for public use will be provided by the Parish.

The Jubilee playground should be inspected (using the weekly tick box checklist - supplied by the Clerk) and cleaned one a week. Any issues should be reported to the Clerk. The litter bin should be emptied every day and emptied into the large bin at the front of the hall.

Payment terms will be monthly on invoice.

For more information, please contact the Parish Clerk at
clerk@wadhurst-pc.gov.uk