



**Longden
Parish
Council**

Invitation to Tender

Design and Installation of multi-age play area

**Meadowbrook Cottages, Annscroft,
Shrewsbury, SY5 8AW**

1. Introduction

Longden Parish Council is looking to improve existing play provision at the playground situated at Meadowbrook Cottages, Annscroft, Shrewsbury, SY5 8AW (W3W lemons.undertone.lame) by the provision of additional items of equipment.

The maximum total budget for the supply and installation of new equipment and safety matting amounts to £20,000 plus VAT, to include inclusive play equipment for all abilities between the ages of 3 and 12 years, together with outdoor gym equipment suitable for older teenagers and adults.

There is a small additional budget available for relaying of the safety matting below existing apparatus, to be agreed by separate discussion with the Council. This should be accounted for separately on the quote.

The aim is to deliver a high-quality, safe and sustainable solution providing exceptional play value while ensuring cost-effectiveness and long-term maintainability. Decisions will be made to achieve best value for the budget available.

Important notes:

- I) Only tenderers with a current API (Association of Play Industries) membership will be considered for this project.
- II) A site visit is advised in the preparation of your tender to assess access and to investigate site specific limitations and problems

A list of essential equipment is stated in this document. Existing equipment is to be retained. Any necessary moving of existing equipment should be included in the quote.

The main objectives of the project are to improve the variety of equipment on site, to provide residents with a safe place to play and exercise and to enhance the play value of the site.

European standard requirements

All play area equipment and safety surfacing will be required to conform to current **BS EN1176** and **BN1177** safety standards.

2. Scope of works

2.1 Ownership, liability and responsibility for insurance will lie with the contractor until satisfactory reports have been received by Longden Parish Council.

2.2 The contractor will supply an independent post installation RoSPA report, the cost of which is to be included with the submitted quotation.

2.3 The successful tenderer will provide details of a single point of contact who will be available from the date the contract is awarded until satisfactory completion of the project, to deal with any problems or issues that may arise.

2.4 The contractor will be expected to liaise closely with Longden Parish Council prior to commencement of works and during installation.

2.5 The contractor will provide temporary fencing during construction, to ensure the works are protected from all unauthorised entry. Fencing to be provided at the contractor's cost.

2.6 Secure visible signs warning the public of any hazards to be affixed to the fencing.

2.7 The site to be maintained in a secure state at all times until completion at which time, all temporary fencing, building materials and equipment are to be removed and all Works made good. The site is also to be left in a safe and tidy state at the end of each working day.

2.8 The contractor is responsible for ensuring the security and safety of their equipment on site.

2.9 The contractor will be responsible for providing and adequately maintaining any onsite welfare facilities (i.e portaloos).

2.10 All excess material and spoil to be disposed of at the contractor's cost at a licensed recycling centre

2.11 Any damage caused during the project to any area of the recreation ground or private property to be restored to its original condition at the contractor's cost.

3. Specification to include

3.1. All professional fees and design

3.2. Full design proposal with drawings and specifications

3.3. Attendance at consultation event to discuss proposals with members of the community and the Council.

3.4. Maintenance guidance and lifecycle costs

3.5. Post-installation RoSPA inspection and certification.

4. Surface requirements

4.1. Appropriate safety surfacing to be supplied and installed beneath all new equipment, in accordance with current BS and BN safety standards

5. Equipment requirements

5.1. Multi-play climber with slide and interactive elements, suitable for ages 3 – 12 years

5.2. A range of adult gym equipment suitable for use by adults and older teenagers

5.3. Equipment will be predominantly constructed of metal

5.4. Equipment must be robust and vandal-resistant with tamper-proof fixings

5.5. Equipment must include elements of inclusive play. These should be highlighted in the initial submission

5.6. All equipment should be labelled with age appropriate signage in accordance with the relevant specification.

5.7. A small selection of spares such as caps and screw covers that may become detached or damaged should be supplied.

6. Play value

Whilst assessing play value is approached differently by different manufacturers and suppliers, it is an important element of the project. As such, Longden Parish Council require you to provide a play value scoring matrix with the initial quotation. The scores you appoint should be realistic and justifiable. Longden Parish Council withhold the right to alter scores should they feel it is required.

7. Guarantees and warranties

Please provide a detailed breakdown of all guarantees and warranties for all items to be installed, including:

- Grass matting
- All items of play equipment
- Seats, signs and any other accessories or peripheral equipment

8. Maintenance requirements

Details of recommended routine preventative maintenance requirements to be provided, together with full parts list.

9. Submission requirements

To be submitted electronically to the clerk:

- Company profile and experience
- Detailed design proposal including
- Maintenance and warranty details
- Health and Safety Policy
- Risk Assessments
- Certificate of Public Liability Insurance
- Certificate of Employer's Liability Insurance
- References from two previous clients

To be submitted by post:

- Pricing schedule and breakdown

Successful short listers will be notified by 8th April 2026 and will be required to provide a hard copy of full colour artwork suitable for public display by 14th April 2026.

Timeline

Invitation to tender	10 th February 2026
Site visit	24/25 th February 2026 by prior arrangement
Tender submission	10 th March 2026 17:00hrs
Consideration by full Council	1 st April 2026
Consultation with the local community on shortlisted designs	22 nd April at 18:00 hrs
Awarding of contract	6 th May 2026
Last date for project completion	17 th July 2026

Contact Information

All enquiries for this tender should be directed to:

Caroline Higgins

Clerk to Longden Parish Council

Tel 07759 490113

email Clerk@longdenparishcouncil.gov.uk