

Tender written response:**Tillery Action For You Ltd 14th March 2024****Basic details**

1	Name of Organisation in who's name the tender is submitted	Tillery Action For You Ltd
2	Contact name for enquiries about this submission	Neil Hirst
3	Contact Position (job title)	General Manager
4	Address: Postcode:	Unit 6 The Innovation Centre Festival Drive Ebbw Vale Blaenau Gwent NP23 8XA
5	Telephone number:	01495 305124
6	Email Address:	neil@tafy.co.uk
7	Company Registration number:	07819722
8	Charities or Housing Association or other Registration number (if this applies). Please specify registering body:	Tillery Action For You Ltd is a registered Not For Profit social enterprise established by what was Abertillery & Cwmtillery Communities 1 st in 2001 and incorporated in 2011
9	Date of Registration:	30th October 2011
10	VAT number:	195 6695 50
11	Is your organisation: (Please tick one)	
	i) A public Ltd Company	
	ii) A private Company	A not-for-profit social enterprise – Private Company
	iii) A Contracting Authority	
	iv) A sole trader	

Insurance

Please provide details of your current insurance cover. We reserve the right to seek evidence or ask that sufficient levels of insurance be in place before award of contract. All price quotations should be based on full insurance levels being in place.	Value
i) Employers Liability (£5 Million)	£5 million
ii) Public Liability (£10 Million)	£10 million
iii) Other (please provide details)	Vehicle insurance

Equal Opportunities

1	Does your organisation have a written equal opportunities policy, to avoid discrimination?	
	Copy available for inspection within TAFY Office and reviewed annually each year – approved by Welsh Government & ESF due to funding we receive and received.	Yes – full comprehensive policy

Health & Safety

1	Does your organisation have a health and safety at work system which includes a policy, nominated manager and management system?	
	<p>Copy available for inspection within TAFY Office and reviewed annually each year – approved by Welsh Government & ESF due to funding we receive and received.</p> <p>Day to day contact for all Health and Safety matters: Neil Hirst</p> <p>Board level representative: Chris Llewellyn</p>	Yes – full comprehensive policy

Carbon Neutral

1	Please provide details of your carbon neutral footprint and plans to become net zero.	
	<p>Our organisation operates against strict environmental objectives including local purchasing and recycling wherever possible – in 2022 we planted over 400 trees in Blaenau Gwent and participated in over 40 community green space activities.</p> <p>Our most recent project was the installation of recycled plastic boardwalk in Trevor Rowson park, and in 2023 we explored the possibility of exchanging all of our fleet vehicle for electric – this simply wasn't viable through cost but we will return to this policy in the future.</p>	On-going sustainability and environmental policy reviewed annually

Professional & Business standing

	Does any of the following apply to your organisation, or to (any of) the director(s) / partners / proprietor (s)?	
1	Is in a state of bankruptcy, insolvency, compulsory winding up, receivership or subject to relevant proceedings:	No
2	Has been convicted of a criminal offence related to business or professional conduct	No
3	Has committed an act of grave misconduct in the course of business	No
4	Has not fulfilled obligations related to payment of social security contributions	No
5	Has not fulfilled obligations related to payment of taxes	No
6	Is guilty of serious misrepresentation in supplying information.	No
7	Is not in possession of relevant licences or membership of an appropriate organisation where required by law	No
8	If the answer to any of these is "Yes" please give brief details, including what has been done to put things right	No

Financial Information

Please provide the last two years of financial accounts and any other financial information about your organisation to provide evidence that your organisation is in a sound financial state to participate in this procurement.

Qualitative Responses

	<p>In responding to this question, Tenderers shall ensure that their answer is category specific. A generic response for each Category is not an appropriate response.</p>
1	<p>What resources does the Tenderer propose to put in place to deliver the service?</p>
	<p>I will detail in some length in the second section of this answer however, we strongly believe the greatest resource possible that we can bring to this project would be the people of Blaenau Gwent. Tillery Action For You Ltd assists people from Blaenau Gwent to access volunteering, training, confidence / motivational activities and paid transitional employment – as at the 14th March 2024 we have five transitional paid employees and are working with around 30 volunteers and a multitude of community groups all of whom would bring their passion to this project. Through the project if we were successful, we would engage also with local schools offering growing days either in the school or at one of our community sites where younger children could see and participate in the whole process of planning what to plant to be ready in time for the seasonal planters.</p> <p>We firmly believe that the philosophy of involving local people is the only way to deliver a successful project ensuring buy in and ownership and encouraging a level of community cohesion and pride in people’s surroundings, ‘I did that and am proud of it’ is what we strive to see coming through.</p> <p>In terms of physical resources – we have in place a fully qualified horticulturist who is already delivering community gardening activities out of Aberbeeg Community Centre and other locations each week, if successful this project would come under her remit. We have appropriate vehicles and water bowsers already in place and have facilities in Ebbw Vale where the project would be based however again we would look to involve community growing sites in the development of the planters / plants.</p> <p>Our organisation is well resourced and has a plethora of equipment and tools all of which would suit this project. If successful we would be looking at:</p> <ol style="list-style-type: none">1) Weekly activities around the growing of seasonally appropriate flowers for the planters and baskets2) Activities with local community groups (E.G. Busy Bees in Aberbeeg) planting and designing the planters and baskets3) Activities with local schools where younger children can participate learning about the plants, nature and biodiversity4) Where needed weekly visits to both maintain and water the planters and hanging baskets (48 visits which we would utilise across the year i.e. ore in summer than winter)5) And celebrations of completed activities where the community has taken a role including publicity and again working with local children & community groups.

2	<p>What displays does the Tenderer propose to put in place during Spring, Summer and Winter? (Please include a summary of the number and type of floral displays)</p>
	<p>I will detail the seasonal types of flowers we will look at first and subsequently offer more detail:</p> <p>For winter months we will be looking at a variety of the following plants:</p> <ul style="list-style-type: none"> • Crocus • Gaultheria • Iris reticulata cultivars • Hedera (ivy) – either variegated or plain • Carex (ornamental sedge) • Primula (primulas and polyanthus) • Cyclamen (small-flowered cyclamen) • Viola (winter pansies and viola) • Erica carnea (winter-flowering heathers) <p>For Spring into summer we would look at the following varieties:</p> <ul style="list-style-type: none"> • Fuchsia • Pelargonium • Petunia • Verbena • Calibrachoa • Dianthus • Lobelia • Oxalis triangularis <p>And as we enter the summer months, we will enhance the planters / hanging baskets with:</p> <ul style="list-style-type: none"> • Million Bells • Bougainvillea • Portulaca • Dragon Wing Begonia • Sunpatiens <p>The above plants will give a season long display that with the weekly tending will look beautiful across the catchment area. In terms of the number and type – this is a difficult question to answer however I would refer back to the tender document in terms of the types of planters and hanging baskets / types – we would look to fill them all.</p> <p>If the question is looking at the number of plants – this is again difficult to answer purely for what I have outlined above, we want the community to own this project and we want the community groups to have a direct input to the design and look of the flowers / planters.</p> <p>So in essence – we will make however many of the above plants available as are required by the horticulturist working with the community groups, schools and volunteers to ensure a fabulous display of <u>FULL</u> baskets and planters across all of the seasons.</p>

3	Please provide details of how the Tenderer will maintain the displays throughout the contract.
	<p>Throughout the contract if successful we will maintain the planters based on 48 annual visits to all planters / hanging baskets at which point they will be maintained and watered if needed. We envisage a majority of these visits in the summer months and if needed additional visits will be undertaken to ensure the displays are sustained (we only foresee this as a possibility in extremely hot sustained weather).</p> <p>If successful we will take pictures of all the areas and promote through our facebook profile if this is acceptable letting people know what has been done and what we will be doing next (and how to participate). Please see:</p> <p>https://www.facebook.com/tilleryactionforyou</p> <p>As a community project we will encourage people to contact us through our email address if there are any issues and we will resolve these within 48 hours (where possible), we will however moderate the posts online as we have found previously – it is impossible to please all of the people all of the time and some comments simply aren't fair or acceptable to volunteers and our employees.</p>

4	Please provide details of how the display will change throughout the contract to ensure that the display has sustainability rather than just a couple of months of display?
	<p>Our horticulturist has already drawn up a plan for developing the planters and baskets over a revolving twelve-month period, with an on-going twice monthly maintenance schedule we feel confident that planting and displays will last across the full contract period (and beyond).</p> <p>We would like however to maintain a solid line of communication throughout the contact where if the Abertillery & Llanhilleth Community Council would like something different (say around Remembrance day) we can accommodate any requests for changes of style / colour etc... this is appropriate for any of the local community members or groups also.</p> <p>Looking at this answer, it looks a weak answer even to us – what I / we are trying to convey is that whilst we have a full list of plants and know exactly how to make a 12 month display look beautiful, it really is about people, what they are looking for and capable of and us being flexible enough to deliver this – which we are!</p>

5	Please provide details of how the displays will help promote biodiversity of the areas?
	<p>Tillery Action For You Ltd already works extensively with the environment department within BGCBC and has a fab relationship with the Biodiversity officer Becky. In 2023 we delivered projects in partnership with this team across Blaenau Gwent funded by the Landfill Tax credits scheme.</p> <p>We will continue this relationship into this project if successful ensuring that the project not only delivers a vibrant display for local residents but also offers focused pollinator type plants for bees / butterflies and other insects and habitats where appropriate.</p> <p>These activities will also be delivered in our interactions with local schools and community groups.</p>

6	Please provide details of the year by year budget costs.
	<p>Annually we would look at the following budget headings:</p> <p>Plants & compost etc £6,200 Vehicle costs £2,400 Training materials £420 Staff time £3,200 Volunteer expenses £720 Tools & repairs £800 Total £13,740</p> <p>Our actual staff time input will be far higher than £3,200 – we will however cover a great deal of this with our Supervisor being funded through the Health Lottery for delivering growing activities in community settings, we feel this delivers best value for both her time and the project overall.</p>

Please provide evidence that you have successfully supervised and administered contracts of this nature, value and scale in the last 3 years. Please provide at least 1 example.

Client & Project/ Contract	Dates	Value
Blaenau Gwent CBC Renovation works at Trevor Rowson Park including the rebuilding of the roadside walls – delivered on schedule and to budget.	2020	£11,200 & VAT
Blaenau Gwent CBC Aneurin Bevan Stones complete renovation project including fencing, walling and planting schemes	2020	£36,000 & VAT
Blaenau Gwent CBC Boulevard project in Ebbw Vale for complete renovation of the area including planting – project on-going	2024	£35,200 & VAT

Please confirm you have the necessary resources to undertake and manage the works and would be able to undertake the works on an ongoing basis

I can confirm that Tillery Action For You Ltd has the capacity and resources required to carry out this contract should we be fortunate enough to be awarded the contract

ANTI-COLLUSION CERTIFICATE

1. We certify that this tender is made in good faith, and that we have not fixed or adjusted the amount of the tender by or under or in accordance with any agreement or arrangement with any other person. We also certify that we have not and we undertake that we will not before the award of any contract for the work: a. Communicate to any person other than the person calling for those tenders the amount or approximate amount of the proposed tender except where the disclosure, in confidence, of the approximate amount of the tender was necessary to obtain insurance premium quotations required for the preparation of the tender; b. Enter into any agreement or arrangement with any other person that they shall refrain from tendering or as to the amount of any tender to be submitted; c. Pay, give or offer to pay or give any sum of money or other valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any other tender or proposed tender for the said work, any act or thing of the sort described at (a) or (b) above.

2. We further certify that the principles described in paragraph 1(a) and (b) above have been, or will be, brought to the attention of all subcontractors, suppliers and associated companies providing services or materials connected with the tender and any contract entered into with such subcontractors, suppliers or associated companies will be made on the basis of compliance with the above principles by all parties.

3. In this certificate, the word 'person' includes any persons and anybody or association, corporate or incorporate; 'any agreement or arrangement' includes any transaction, formal or informal and whether legally binding or not; and 'the work' means the work in relation to which this tender is made.

Dated - 14th March 2024

Signed - 

Print Name - [Neil Hirst](#)

Dully authorised to sign tenders for and on behalf of – [Tillery Action For You Ltd](#)

Declaration (To be signed and returned with the Tender submission).

I accept the terms and conditions as contained in the Council's Contract in respect of the Services and are duly authorised to sign tenders and give such certificates for and on behalf of: Name of

Organisation – Tillery Action For You Ltd

Telephone No – 01495 305124

Postal Address - Unit 6, The Innovation Centre, Festival Drive, Victoria Business Park, Ebbw Vale,
NP23 8XA

Name - Neil Hirst

Role within the Organisation – General Manager / Company Secretary

Signature



Date - 14th March 2024