

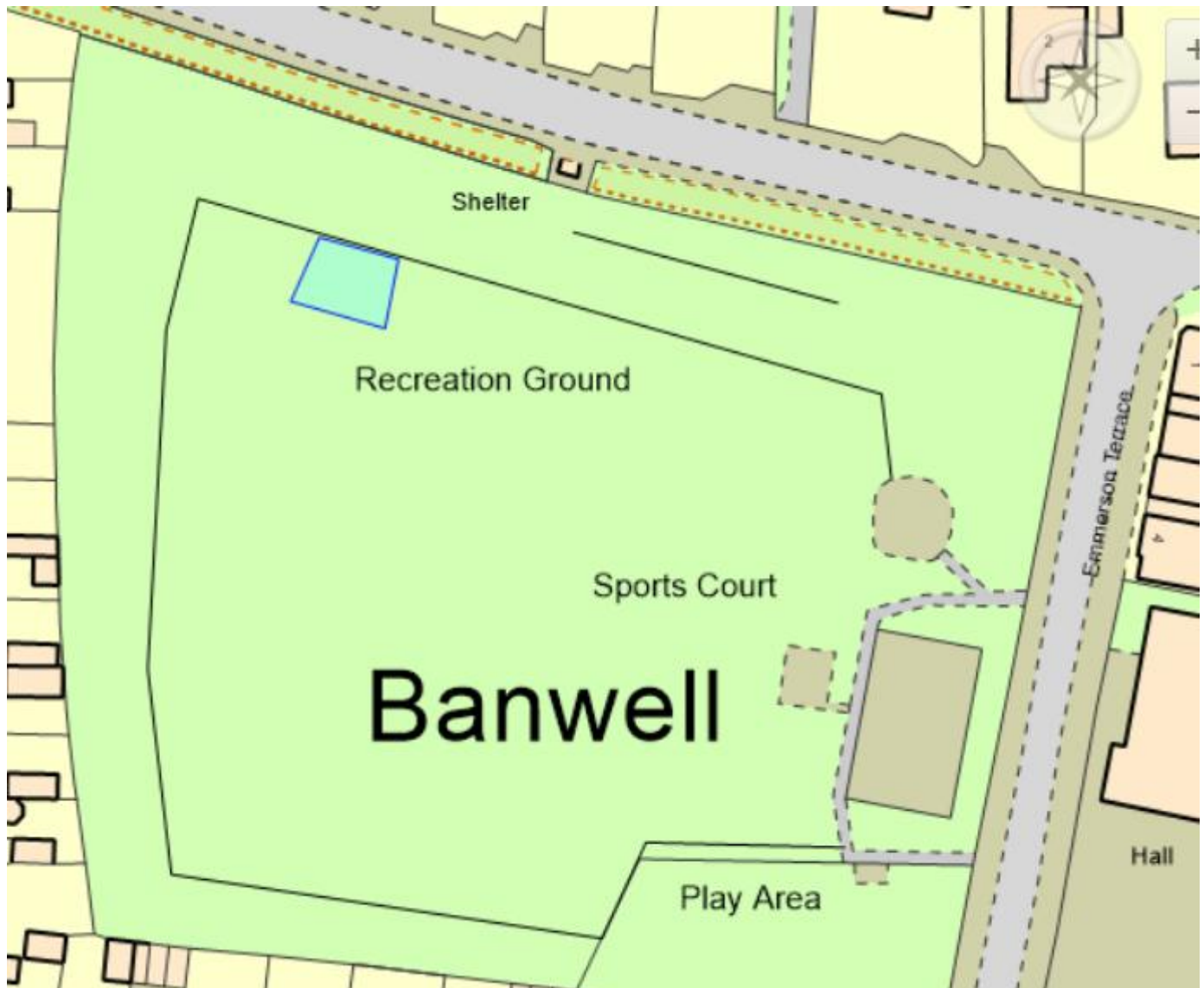
# Banwell Parish Council Outdoor Fitness & Activity Space Project

## Tender Documentation Pack

### 1. Invitation to Tender (ITT)

**Project Title:** Banwell Recreation Ground Outdoor Fitness & Activity Space (blue square)

**Contracting Authority:** Banwell Parish Council, Banwell Youth & Community Centre, West Street, Banwell, North Somerset. BS29 6DB



### Project Overview

Banwell Parish Council is seeking tenders for the design, supply, installation, and associated surfacing works for a new outdoor fitness and activity space at Banwell Recreation Ground, Westfield Road, Banwell. BS29 6BS (see blue square on map).

The Council wishes to create a welcoming, durable, and engaging outdoor activity space with broad community appeal. The project is intended to encourage informal physical activity, social interaction, and active recreation for a wide range of users including teenagers, young adults, adults, and casual fitness users.

The Council is seeking a predominantly calisthenics/bodyweight fitness approach, supported by a limited number of interactive or adjustable fitness elements. The Council is particularly interested in high-quality, low-maintenance equipment that integrates well within the wider recreation ground environment and provides long-term value for money.

## **2. Procurement Overview**

**Estimated Contract Value:** Approximately £30,000 excluding VAT.

**Procurement Route:** Open tender process.

### **Contract Scope**

The successful contractor will be responsible for:

- Concept design and layout
- Supply of equipment
- Installation
- Surfacing works
- Foundations and groundworks
- Delivery
- Site setup and welfare
- Health & safety compliance
- Post-installation inspection
- Handover documentation
- Warranty information
- Maintenance guidance

## **3. Project Vision**

The Council wishes to create:

- An engaging outdoor activity and fitness destination
- A space encouraging informal exercise and movement
- A facility that supports social and multi-user interaction
- A visually attractive and welcoming area
- A facility with broad appeal across ages and fitness levels
- A durable and low-maintenance long-term community asset

The Council does not wish to create:

- A traditional outdoor gym comprised solely of isolated static exercise stations
- A highly specialist adaptive fitness facility
- A heavily mechanical or high-maintenance installation

## **4. Desired Outcomes**

The Council would consider the project successful if, within 3–5 years:

- The space is visibly and regularly used
- Teenagers and adults use the space informally
- The space encourages informal social interaction and active recreation across different age groups
- The space supports social interaction and active recreation
- The installation remains attractive, durable, and low maintenance
- The equipment complements the wider Recreation Ground environment

## **5. Target Users**

The project should cater for:

- Young adults
- Adults
- Casual fitness users
- Older residents undertaking light activity
- A broad range of confidence and fitness levels

## 6. Inclusivity & Accessibility

The Council wishes the space to be inclusive and accessible to a broad range of users, abilities, and confidence levels, while remaining a mainstream outdoor fitness and activity space.

The Council welcomes:

- Equipment suitable for differing fitness levels
- Beginner-friendly features
- Accessible circulation and surfacing
- Social and confidence-building layouts
- Inclusive elements where practical and beneficial

The Council is not specifically seeking a specialist adaptive outdoor gym facility.

## 7. Equipment Requirements

**Preferred Equipment Style:** The Council is particularly interested in:

- Calisthenics-style equipment
- Bodyweight fitness elements
- Multifunction structures
- Hanging, climbing, balance, stretching, and functional movement features
- Social and multi-user activity spaces
- Equipment with varying challenge levels

**Interactive / Adjustable Equipment:** The Council wishes to include approximately two items of interactive or adjustable equipment within the overall scheme. Examples may include:

- Adjustable squat or leg press
- Bench press
- Exercise bike
- Similar equipment suitable for outdoor use

Suppliers should ensure such equipment:

- Is durable and suitable for public outdoor use
- Has manageable maintenance requirements
- Complements the wider calisthenics/activity concept
- Encourages broader participation and accessibility

**Equipment Preferences:** The Council prefers:

- Robust static equipment
- Minimal moving parts where possible
- Low-maintenance construction
- Anti-vandal design
- Long-life materials

## 8. Digital & Engagement Features

The Council is aware from discussions with other local authorities that app-linked or digitally supported fitness elements may help encourage repeat use and user engagement. Suppliers are therefore invited to provide information on:

- Optional app integration
- QR-linked exercise guidance
- Workout suggestions
- Instructional videos
- Community challenge features
- Fitness tracking

The Council is particularly interested in low-maintenance digital engagement solutions.

## **9. Surfacing & Site Works**

Tender submissions should include:

- Appropriate safety surfacing
- Groundworks and excavation
- Foundations
- Drainage considerations where relevant
- Reinstatement works
- Site setup and security
- Delivery and installation arrangements

Suppliers should clearly state:

- Surfacing specifications
- Warranty conditions
- Any assumptions regarding the site
- Any exclusions

## **10. Durability & Maintenance**

The Council places significant importance on:

- Long-term durability
- Whole-life value for money
- Ease of inspection
- Ease of maintenance
- Availability of spare parts
- Warranty coverage
- Resistance to vandalism and wear

Tenderers should provide:

- Warranty details
- Expected maintenance requirements
- Inspection recommendations
- Typical lifecycle expectations
- Details of replacement part availability

## **11. Budget**

The available budget for the project is approximately: £30,000 excluding VAT

The Council reserves the right to:

- Adjust the project scope
- Negotiate elements of the proposal
- Not accept the lowest tender
- Not proceed with the project

## **12. Tender Submission Requirements**

Tender submissions should include:

### **Mandatory Information**

- Company details
- Relevant experience
- Examples of similar completed projects / references
- Proposed concept/layout
- Detailed quotation

- Equipment specifications
- Installation programme
- Warranty information
- Maintenance information
- Public liability insurance details
- Relevant accreditations/certifications

### Optional Information

- Digital engagement features
- Community activation ideas
- Environmental/sustainability information
- Added-value suggestions

## 13. Evaluation Criteria

Tenders will be evaluated against:

| Criteria                                  | Weighting |
|-------------------------------------------|-----------|
| Quality and suitability of design         | 35%       |
| Durability and maintenance considerations | 20%       |
| Value for money                           | 20%       |
| Inclusivity and user appeal               | 10%       |
| Relevant experience and references        | 10%       |
| Environmental considerations              | 5%        |

The Council reserves the right to seek clarification from tenderers.

## 14. Indicative Procurement Timetable

| Stage                                                                               | Date                                      |
|-------------------------------------------------------------------------------------|-------------------------------------------|
| Tender advertised                                                                   | Week commencing 1 <sup>st</sup> June 2026 |
| Tender return deadline                                                              | 02 July 2026                              |
| Evaluation period                                                                   | 03 July 2026 – 10 July 2026               |
| Council decision                                                                    | 20 July 2026                              |
| Indicative installation period Autumn 2026 (subject to grant funding and approvals) |                                           |

## 15. Submission Instructions

Tender submissions should be submitted electronically only to:

[tenders@banwellparishcouncil.gov.uk](mailto:tenders@banwellparishcouncil.gov.uk)

Subject Line: Outdoor Fitness & Activity Space Tender Submission – [Company Name]

Late submissions may not be considered.

All tender submissions must:

- be submitted electronically in PDF format only;
- remain valid for a minimum of 90 calendar days from the submission deadline;
- include evidence of a minimum of £10 million Public Liability Insurance;
- include relevant experience and examples of similar completed projects.

Tender submissions will remain confidential and access to the tender mailbox will be restricted to the Parish Clerk. Submissions will remain unopened until after the submission deadline and will be opened as part of the formal evaluation process in the presence of Councillors.

## **16. Terms & Conditions**

- The Council is not bound to accept the lowest or any tender.
- The Council reserves the right to cancel the procurement process.
- All costs associated with tender preparation are the responsibility of the tenderer.
- Any contract award will be subject to formal Council approval.
- Tenderers must disclose any conflicts of interest.

## **17. Site Information**

Location: Banwell Recreation Ground, Westfield Road, Banwell, North Somerset. BS29 6BS

The site is an active public recreation ground. A site visit is mandatory for all tenderers prior to submission. Only tenders from suppliers who have completed a site visit will be considered.

Site visits should be arranged through the Parish Clerk. [clerk@banwellparishcouncil.gov.uk](mailto:clerk@banwellparishcouncil.gov.uk)