



Martham Parish Council

Community Centre, Playingfield Lane, Martham, Norfolk, NR29 4SP

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Clerk: Stacey Kent. clerk@martham.gov.uk

<http://marthampc.org.uk>

Martham Parish Council Car Park Resurfacing Invitation To Tender

Contracting Authority: Martham Parish Council.

Location: Martham, Great Yarmouth, Norfolk, NR29 4PA.

Tender Reference: MPC/CP/2026/01

Issue Date: 1 March 2026

Tender Deadline: 18 March 2026

1. Introduction

Martham Parish Council invites suitably qualified and experienced contractors to submit tenders for the resurfacing of the village car park located in Martham, Norfolk. The purpose of this project is to renew the existing car park surface to provide a safe, durable and accessible parking facility for residents and visitors. The contractor will be responsible for supplying all labour, materials, equipment and supervision required to complete the works.

2. Legal and Procurement Framework

This procurement is being undertaken in accordance with the following legislation and statutory guidance applicable to local authorities and parish councils in England:

Primary Legislation

- Local Government Act 1972
- Local Government Act 1988
- Local Government Act 1999
- Equality Act 2010
- Health and Safety at Work etc. Act 1974
- Construction (Design and Management) Regulations 2015

Public Procurement Legislation

This procurement is conducted in accordance with:

- Procurement Act 2023
- Public Contracts Regulations 2015
- UK Government transparency requirements including publication via Contracts Finder

Contracts above £30,000 must be advertised on Contracts Finder and contract awards must also be published on the same platform.

Procurement Thresholds

As of 2026, the threshold for works contracts under UK procurement legislation is approximately £5,193,000 (including VAT). Contracts below this threshold follow simplified procedures but must still ensure transparency and fair competition.

Non-Commercial Considerations

Procurement decisions must comply with: Section 17 of the Local Government Act 1988. This prevents councils from considering non-commercial matters when selecting suppliers. However, recent regulations permit certain below-threshold procurements to be reserved for local suppliers where appropriate.

3. Scope of Works

The works will include but are not limited to:

- Inspection and preparation of existing car park surface
- Removal of damaged or failed surfacing
- Localised repairs to sub-base where necessary
- Supply and installation of new asphalt/tarmac surface
- Levelling and compaction
- Reinstatement of parking bay markings
- Reinstatement of drainage features if required
- Disposal of all waste materials in accordance with environmental legislation
- Site clearance and making good upon completion

All materials must comply with current UK highway and construction standards.

4. Site Details

Location: Parish Council Village Car Park located at the East of England Co-op, Repps Road, Martham, Great Yarmouth, Norfolk, NR29 4PA. **Approximate size:** 590 square metres

A site visit is strongly recommended prior to tender submission. To arrange a visit please feel free to attend at your leisure and contact the Parish Clerk for further information on – 07736 917769 or clerk@martham.gov.uk

5. Programme

Tenderers must provide:

- Proposed start date
- Estimated duration of works
- Construction methodology
- Traffic and pedestrian management arrangements
- Any temporary closure requirements

The Council anticipates completion within 1 one of commencement.

6. Health, Safety and Environmental Requirements

The successful contractor must comply with:

- Health and Safety at Work etc. Act 1974
- Construction (Design and Management) Regulations 2015

Prior to commencement the contractor must submit:

- Risk Assessment
- Method Statement (RAMS)
- Traffic management plan
- Evidence of competent supervision

7. Insurance Requirements

- Tenderers must hold the following minimum insurance:
- Public Liability Insurance – £5,000,000
- Employer’s Liability Insurance – £10,000,000
- Contractors All Risks Insurance (recommended)
- Proof of insurance must accompany the tender.

8. Tender Submission Requirements

Tender submissions must include:

1. Completed pricing schedule
2. Total contract price (excluding and including VAT)
3. Construction methodology
4. Programme of works
5. Company details
6. Evidence of relevant experience
7. At least two client references for similar works
8. Insurance certificates

9. Submission of Tenders

Completed tenders must be submitted by: **Deadline: Wednesday 18 March 2026 – 5pm**

Submissions must be sent to: Parish Clerk, Martham Parish Council, Community Centre, Playing Field Lane, Martham, Great Yarmouth, Norfolk, NR29 4SP - via sealed envelope clearly marked: “Tender – Martham Car Park Resurfacing” or via Email: clerk@martham.gov.uk

10. Freedom of Information and Transparency

- This contract may be subject to disclosure under the: Freedom of Information Act 2000
- Tenderers should clearly mark any commercially sensitive information.

11. Award and Contract

Following evaluation, the Council will publish the successful award notice on: Contracts Finder

Location and Boundary Original Photo Pack



Aug 2024





