

Town of Newton, New Hampshire

Cemetery Trustees

2 Town Hall Road – Newton, NH 03858 603-382-4405 Ext. 310 *cemetery@newtonnh.net

GROUNDS MAINTENANCE BID PROPOSAL 2019, 2020 & 2021

COMPANY NAME:

_____ ADDRESS: _____

CITY: _____ STATE: ____ ZIP: _____ TELEPHONE: _____

EMAIL: _____ CONTACT NAME: _____

CEMETERIES: HIGHLAND – 4.28 Ac, WILLOW GROVE – 1.7 Ac, TOWN HALL – 1.00 Ac.

MAINTENANCE PARAMETERS:

- 1. <u>Spring Clean Up</u>: Completed in early spring, but no later than mid-May.
- 2. <u>Fall Clean Up</u>: In November after leaves have fallen.
- 3. <u>Mowing & Trimming</u>: A <u>tentative</u> schedule will be published in the spring, however, that schedule is subject to change on short notice due to weather conditions and / or budgetary constraints. <u>All schedules are at the sole discretion of the Cemetery Trustees</u>
- 4. It is <u>anticipated</u> that mowing of each cemetery would occur a minimum of 12 to a maximum of 14 times. The trimming, a minimum of 6 to a maximum of 14.

BID PROTOCOL:

- 1. All bidders must maintain a minimum \$1,000,000 General Liability insurance coverage. (A copy of said policy must be provided, with the Town of Newton listed as "Certificate Holder")
- 2. A standard Cemetery Trustee service contract will be signed by both parties.
- 3. Sealed Bids must be returned to the Cemetery Trustees no later than 8 PM October 25, 2018.
- 4. The costs must reflect the amount for one (1) individual service at each cemetery. (IE: 1 Mowing, 1 Trimming, Spring cleanup & Fall cleanup)
- 5. Your bid must be entered in the structure requested on the bid proposal or they will not be considered.

BILLING PROCEDURE

- 1. No payments will be made in advance of services performed.
- 2. Billing to be submitted each month. Invoices should be delivered to the Town Hall Selectmen's Office or mailed to the Cemetery Trustees at the address shown above. The Cemetery Trustees will review invoices as soon as received, and submit them for payment.

<u>Town of Newton, New Hampshire</u> <u>Cemetery Trustees</u>

GROUNDS MAINTENANCE BID PROPOSAL 2019, 2020 & 2021

COMPANY NAME: _	CONTACT: _	TEL.:
FOR THE YEAR 2019		

PRICE EACH INDIVIDUAL SERVICE

CEMETERIES

<u>SERVICE</u>	HIGHLAND	WILLOW GROVE TO	VN HALL
Spring Clean Up:	\$	\$	\$
Fall Clean Up:	\$	\$	\$
1 - Mowing:	\$	\$	\$
1 - Trimming:	\$	\$	\$

FOR THE YEAR 2020

PRICE EACH INDIVIDUAL SERVICE

CEMETERIES

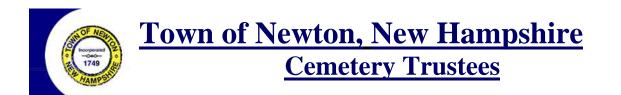
<u>SERVICE</u>	HIGHLAND	WILLOW GROVE	TOWN HALL
Spring Clean Up:	\$	\$	\$
Fall Clean Up:	\$	\$	\$
1 - Mowing:	\$	\$	\$
1 - Trimming:	\$	\$	\$

FOR THE YEAR 2021

PRICE EACH INDIVIDUAL SERVICE

CEMETERIES

<u>SERVICE</u>	HIGHLAND	WILLOW GROVE	TOWN HALL
Spring Clean Up:	\$	\$	\$
Fall Clean Up:	\$	\$	\$
1 - Mowing:	\$	\$	\$
1 - Trimming:	\$	\$	\$



GROUNDS MAINTENANCE BID PROPOSAL 2019, 2020 & 2021

COMPANY NAME:		CONTACT:	
TEL.:	E-mail: _		
AUTHORIZED SIGNATURE:		DATE:	

- BID PROPOSAL MUST BE SUBMITTED NO LATER THAN 8:00 PM October 25, 2018.
- PLEASE SUBMIT ALL THREE ORIGINAL PAGES OF PROPOSAL.

SUBMIT TO: NEWTON, NH CEMTERY TRUSTEES 2 TOWN HALL ROAD NEWTON, NH 03858 TEL.: 603-382-4405 EXT. 310