

**PROCUREMENT GATEWAY 3 -  
CONTRACT AWARD REPORT**



**2022/23 Community Forest Winter  
Tree Planting Programme**

**Procurement Reference No.  
23930-37/39**

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## **1. INTRODUCTION**

This contract award report is in relation to the procurement for the supply of standard trees for the 2022/23 Community Forest Tree Planting Programme including sundries.

This contract will be executed under the suppliers Terms & Conditions and will run for the full contract duration.

Contract Duration: Duration of the contract is for dates from 18/11/2022 until 30/04/2023

## **2. BACKGROUND**

The Plymouth and South Devon Community Forest (P&SDCF), was chosen to become England's 11th Community Forest after submitting an EOI to England's Community Forest and DEFRA in 2021.

The Community Forest partners have now been provided with the funding agreement which provides access to DEFRA's Trees for Climate funding programme for the next 4 years.

The Plymouth and South Devon Community Forest will stretch from the heart of the city to the edge of the moor. It will encompass 1,900 hectares of tree planting amongst a much wider landscape to form a mosaic of different forest habitats within the urban and rural areas. It is a long-term project with 30-40 year objectives with an ambition to deliver 500 hectares of new forest creation in the first 5 years.

The new planting will be on both public and private land with a landowner offer formed to provide the Community Forest to act as a grant awarding body under landowner agreements. Delivery against the ambition of 500 hectares of planting will see the project secure £8.830m from the Trees for Climate Fund for Yr. 21/22 and the next three financial years.

The requirements contained within are for tree protection across all schemes, collaborative planting with Plymouth Natural Grid, and a handful of plantings for Community Groups the Council is working with on Community led schemes, all of which warrant the purchase of specialist stock.

## **3. PROCUREMENT PROCESS**

A desktop review was undertaken over the course of several weeks carried out via a combination of internet research and direct supplier engagement, based on specialist stock knowledge, and historical data held by the department following previous tenders.

The following 8 suppliers were invited to quote:-

Endsleigh Gardens Nursery,

The Grower,

Ornamental Trees,

ScotPlantsDirect,

Trees Direct,

Habitat Aid,

Adams Apples,

Serpells

Quotations were requested for each type of tree:-

Item	Qty.
Malus sp.	10
Sorbus Sargentiana	1
Sorbus aucuparia	1
Quercus robur	2
Cryptomeria Elegans	3
Prunus Pink Passion	1
Acer Campastre	6
Alder Incana	2
Betula tritis	13
Craetaegus Autumn glory	1
Metasequoia glyptostroboides	1
Prunus padus	1
Liriodendron sp.	1
Tilia cordata	2
Sorbus 'aria lutschens'	1
Quercus sp.	5
Liriodendron sp.	2
Malus sp.	2
Pinus sylvestris	2
Acer Palmatum 'crimson king'	2
Amelanchier x Graniflora	1
Crataegus monogyna	1
Magnolia kobus	1
Corylus avellana	1
Prunus 'amanogawa'	1
Prunus 'snow goose'	1
Sambucus nigra 'black lace'	1
Picea pungens 'edith'	1
Fagus sylvatica 'dawyck purple'	1
Prunus mume 'beni-chidori'	1
Betula utilis sub sp. jacquemontii	4
Magnolia acuminata 'baby blue'	2
Acer Palmatum 'autopurpureum'	1
Prunus nipponica ruby	1
Acer pseudoplatanus sp.	1
Malus sp. bens red	1
Cherry Dun	1
Cherry Kordia	1
Medlar Breadase Reus	1
Plum Czar	1
Plum Marjories Seedling	1
Pulum Farleigh Damson	1
Plum Mirabelle De Nancy	1
Plum Oullins Golden Gage	1

Pear Beurre Hardy	1
Pear Triumph of Vienna	1
Pear Conference	1
Quince Vranja	1
Acer campestre	25
Betula pendula	5
Carpinus betulus	15
Euonymus europaeus	5
Populus nigra	10
Populus tremula	10
Prunus padus	10
Quercus robur	10
Salix alba	5
Salix caprea	15
Sorbus aucuparia	15
Tilia cordata	10
Viburnum opulus	5
Malus sylvestris	10
Sorbus aria	10
Alnus glutinosa	5
Betula pubescens	5
Frangula alnus	10
Quercus petraea	10
Rhamnus cathartica	10
Viburnum lantana	10
Juniperus communis	5
Sorbus torminalis	10
50m Dog wire	15
5ft 3"/4" 1.65m stakes	14250

Each tree type was sourced on a case by case basis. As the value of each tree type was under £5k one quotation was obtained from local suppliers in line with contract standing orders.

#### 4. TENDER EVALUATION CRITERIA

The criteria used to assess the suitability of the suppliers to provide the required goods was:

- Experience of delivering same/similar goods on projects of a similar nature and size
- Track record on delivering goods to the required standard
- Holding the appropriate insurances with the necessary minimum level of cover

The criteria used to determine the award of the contracts was:

- The capability to deliver the goods to the required standard i.e. stock of appropriate size and condition
- The capacity to fulfil the contract within the required timescales i.e. stock availability and delivery timescales
- Lowest price

- Value for money- consideration of the diversity of stock available to limit the number of orders needed
- Minimisation of the impact of delivery on the environment – i.e. Proximity of supplier to the delivery address

## 5. SUMMARY OF EVALUATION

The criteria above was applied to each of the 8 suppliers invited to quote and the results were as follows:

Item	Qty.	Total Qty.	Awarded Supplier
Malus sp.	10		Endsleigh Gardens Nursery
Sorbus Sargentiana	1		Endsleigh Gardens Nursery
Sorbus aucuparia	1		Endsleigh Gardens Nursery
Quercus robur	2		Endsleigh Gardens Nursery
Cryptomeria Elegans	3		Endsleigh Gardens Nursery
Prunus Pink Passion	1		Endsleigh Gardens Nursery
Acer Campastre	6		Endsleigh Gardens Nursery
Alder Incana	2		Endsleigh Gardens Nursery
Betula tritis	13		Endsleigh Gardens Nursery
Craetaegus Autumn glory	1		Endsleigh Gardens Nursery
Metasequoia glyptostroboides	1		Endsleigh Gardens Nursery
Prunus padus	1		Endsleigh Gardens Nursery
Liriodendron sp.	1		Endsleigh Gardens Nursery
Tilia cordata	2		Endsleigh Gardens Nursery
Sorbus 'aria lutschens'	1		Endsleigh Gardens Nursery
Quercus sp.	5	51	Endsleigh Gardens Nursery
Liriodendron sp.	2		The Grower
Malus sp.	2		The Grower
Pinus sylvestris	2		The Grower
Acer Palmatum 'crimson king'	2		The Grower
Amelanchier x Graniflora	1		The Grower
Crataegus monogyna	1		The Grower
Magnolia kobus	1	11	The Grower
Corylus avellana	1		Ornamental Trees
Prunus 'amanogawa'	1		Ornamental Trees
Prunus 'snow goose'	1		Ornamental Trees
Sambucus nigra 'black lace'	1		Ornamental Trees

Picea pungens 'edith'	1		Ornamental Trees
Fagus sylvatica 'dawy purple'	1		Ornamental Trees
Prunus mume 'beni-chidori'	1		Ornamental Trees
Betula utilis sub sp. jacquemontii	4	11	Ornamental Trees
Magnolia aciminata 'baby blue'	2		ScotPlantsDirect
Acer Palmatum 'autopurpureum'	1		ScotPlantsDirect
Prunus nipponica ruby	1		ScotPlantsDirect
Acer pseudoplatanus sp.	1	5	ScotPlantsDirect
Malus sp. bens red	1		Adams Apples
Cherry Dun	1		Adams Apples
Cherry Kordia	1		Adams Apples
Medlar Breadase Reus	1		Adams Apples
Plum Czar	1		Adams Apples
Plum Marjories Seedling	1		Adams Apples
Pulum Farleigh Damson	1		Adams Apples
Plum Mirabelle De Nancy	1		Adams Apples
Plum Oullins Golden Gage	1		Adams Apples
Pear Beurre Hardy	1		Adams Apples
Pear Triumph of Vienna	1		Adams Apples
Pear Conference	1		Adams Apples
Quince Vranja	1	13	Adams Apples
Acer campestre	25		Trees Direct
Betula pendula	5		Trees Direct
Carpinus betulus	15		Trees Direct
Euonymus europaeus	5		Trees Direct
Populus nigra	10		Trees Direct
Populus tremula	10		Trees Direct
Prunus padus	10		Trees Direct
Quercus robur	10		Trees Direct
Salix alba	5		Trees Direct
Salix caprea	15		Trees Direct
Sorbus aucuparia	15		Trees Direct
Tila cordata	10		Trees Direct
Viburnum opulus	5		Trees Direct
Malus sylvestris	10		Trees Direct
Sorbus aria	10		Trees Direct

Alnus glutinosa	5	165	Trees Direct
Betula pubescens	5		Habitat Aid
Frangula alnus	10		Habitat Aid
Quercus petraea	10		Habitat Aid
Rhamnus cathartica	10		Habitat Aid
Viburnum lantana	10		Habitat Aid
Juniperus communis	5		Habitat Aid
Sorbus torminalis	10	60	Habitat Aid
50m Dog Wire	15	15	Serpells
5ft 3"/4" 1.65m stakes	14250	14250	Serpells

## 6. FINANCIAL IMPLICATIONS

Financial provision has been made for this contract within the project funding budget.

The contract pricing is as follows:

Item	Qty.	Total Qty.	Supplier	Scheme	Order Value
Malus sp.	10		Endsleigh Gardens Nursery	UTCF Replacements	
Sorbus Sargentiana	1		Endsleigh Gardens Nursery	UTCF Replacements	
Sorbus aucuparia	1		Endsleigh Gardens Nursery	UTCF Replacements	
Quercus robur	2		Endsleigh Gardens Nursery	UTCF Replacements	
Cryptomeria Elegans	3		Endsleigh Gardens Nursery	UTCF Replacements	
Prunus Pink Passion	1		Endsleigh Gardens Nursery	UTCF Replacements	
Acer Campastre	6		Endsleigh Gardens Nursery	UTCF Replacements	
Alder Incana	2		Endsleigh Gardens Nursery	UTCF Replacements	
Betula tritis	13		Endsleigh Gardens Nursery	UTCF Replacements	
Craetaegus Autumn glory	1		Endsleigh Gardens Nursery	UTCF Replacements	
Metasequoia glyptostroboides	1		Endsleigh Gardens Nursery	UTCF Replacements	
Prunus padus	1		Endsleigh Gardens Nursery	UTCF Replacements	
Liriodendron sp.	1		Endsleigh Gardens Nursery	UTCF Replacements	
Tilia cordata	2		Endsleigh Gardens Nursery	UTCF Replacements	
Sorbus 'aria lutschens'	1		Endsleigh Gardens Nursery	UTCF Replacements	
Quercus sp.	5	51	Endsleigh Gardens Nursery	UTCF Replacements	£1,959.40
Liriodendron sp.	2		The Grower	CF Replacements	
Malus sp.	2		The Grower	CF Replacements	
Pinus sylvestris	2		The Grower	CF Replacements	
Acer Palmatum 'crimson king'	2		The Grower	CF Replacements	



Amelanchier x Graniflora	1		The Grower	CF Replacements	
Crataegus monogyna	1		The Grower	CF Replacements	
Magnolia kobus	1	11	The Grower	CF Replacements	£1,253.00
Corylus avellana	1		Ornamental Trees	Pathfields	
Prunus 'amanogawa'	1		Ornamental Trees	Pathfields	
Prunus 'snow goose'	1		Ornamental Trees	Pathfields	
Sambucus nigra 'black lace'	1		Ornamental Trees	Pathfields	
Picea pungens 'edith'	1		Ornamental Trees	Pathfields	
Fagus sylvatica 'dawy purple'	1		Ornamental Trees	Pathfields	
Prunus mume 'beni-chidori'	1		Ornamental Trees	Pathfields	
Betula utilis sub sp. jacquemontii	4	11	Ornamental Trees	Pathfields	£881.81
Magnolia aciminata 'baby blue'	2		ScotPlantsDirect	Pathfields	
Acer Palmatum 'autopurpureum'	1		ScotPlantsDirect	Ridgeway	
Prunus nipponica ruby	1		ScotPlantsDirect	Ridgeway	
Acer pseudoplatanus sp.	1	5	ScotPlantsDirect	Ridgeway	£135.54
Malus sp. bens red	1		Adams Apples	Downhorn Park	
Cherry Dun	1		Adams Apples	Downhorn Park	
Cherry Kordia	1		Adams Apples	Downhorn Park	
Medlar Breadase Reus	1		Adams Apples	Downhorn Park	
Plum Czar	1		Adams Apples	Downhorn Park	
Plum Marjories Seedling	1		Adams Apples	Downhorn Park	
Pulum Farleigh Damson	1		Adams Apples	Downhorn Park	
Plum Mirabelle De Nancy	1		Adams Apples	Downhorn Park	
Plum Oullins Golden Gage	1		Adams Apples	Downhorn Park	
Pear Beurre Hardy	1		Adams Apples	Downhorn Park	
Pear Triumph of Vienna	1		Adams Apples	Downhorn Park	
Pear Conference	1		Adams Apples	Downhorn Park	
Quince Vranja	1	13	Adams Apples	Downhorn Park	£322.53
Acer campestre	25		Trees Direct	LNR'S (PNG project lead)	
Betula pendula	5		Trees Direct	LNR'S (PNG project lead)	
Carpinus betulus	15		Trees Direct	LNR'S (PNG project lead)	
Euonymus europaeus	5		Trees Direct	LNR'S (PNG project lead)	
Populus nigra	10		Trees Direct	LNR'S (PNG project lead)	

Populus tremula	10		Trees Direct	LNR'S (PNG project lead)	
Prunus padus	10		Trees Direct	LNR'S (PNG project lead)	
Quercus robur	10		Trees Direct	LNR'S (PNG project lead)	
Salix alba	5		Trees Direct	LNR'S (PNG project lead)	
Salix caprea	15		Trees Direct	LNR'S (PNG project lead)	
Sorbus aucuparia	15		Trees Direct	LNR'S (PNG project lead)	
Tila cordata	10		Trees Direct	LNR'S (PNG project lead)	
Viburnum opulus	5		Trees Direct	LNR'S (PNG project lead)	
Malus sylvestris	10		Trees Direct	LNR'S (PNG project lead)	
Sorbus aria	10		Trees Direct	LNR'S (PNG project lead)	
Alnus glutinosa	5	165	Trees Direct	LNR'S (PNG project lead)	£4,064.00
Betula pubescens	5		Habitat Aid	LNR'S (PNG project lead)	
Frangula alnus	10		Habitat Aid	LNR'S (PNG project lead)	
Quercus petraea	10		Habitat Aid	LNR'S (PNG project lead)	
Rhamnus cathartica	10		Habitat Aid	LNR'S (PNG project lead)	
Viburnum lantana	10		Habitat Aid	LNR'S (PNG project lead)	
Juniperus communis	5		Habitat Aid	LNR'S (PNG project lead)	
Sorbus torminalis	10	60	Habitat Aid	LNR'S (PNG project lead)	£791.95
50m Dog Wire	15	15	Serpells	All Urban	£4725.00
5ft 3"/4" 1.65m stakes	14250	14250	Serpells	All Urban	£4987.50

Implications if not approved could result in issues around funding and future funding could be withdrawn for the council.

## 7. RECOMMENDATIONS

It is recommended that a contract be awarded to the following suppliers for the specific products mentioned:-



Item	Qty.	Total Qty.	Supplier	Scheme	Order Value
Malus sp.	10		Endsleigh Gardens Nursery	UTCF Replacements	
Sorbus Sargentiana	1		Endsleigh Gardens Nursery	UTCF Replacements	
Sorbus aucuparia	1		Endsleigh Gardens Nursery	UTCF Replacements	
Quercus robur	2		Endsleigh Gardens Nursery	UTCF Replacements	
Cryptomeria Elegans	3		Endsleigh Gardens Nursery	UTCF Replacements	
Prunus Pink Passion	1		Endsleigh Gardens Nursery	UTCF Replacements	
Acer Campastre	6		Endsleigh Gardens Nursery	UTCF Replacements	
Alder Incana	2		Endsleigh Gardens Nursery	UTCF Replacements	
Betula tritis	13		Endsleigh Gardens Nursery	UTCF Replacements	
Craetaegus Autumn glory	1		Endsleigh Gardens Nursery	UTCF Replacements	
Metasequoia glyptostroboides	1		Endsleigh Gardens Nursery	UTCF Replacements	
Prunus padus	1		Endsleigh Gardens Nursery	UTCF Replacements	
Liriodendron sp.	1		Endsleigh Gardens Nursery	UTCF Replacements	
Tilia cordata	2		Endsleigh Gardens Nursery	UTCF Replacements	
Sorbus 'aria lutschens'	1		Endsleigh Gardens Nursery	UTCF Replacements	
Quercus sp.	5	51	Endsleigh Gardens Nursery	UTCF Replacements	£1,959.40
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Pinus sylvestris	2		The Grower	CF Replacements	
Acer Palmatum 'crimson king'	2		The Grower	CF Replacements	
Amelanchier x Graniflora	1		The Grower	CF Replacements	
Crataegus monogyna	1		The Grower	CF Replacements	
Magnolia kobus	1	11	The Grower	CF Replacements	£1,253.00
Corylus avellana	1		Ornamental Trees	Pathfields	
Prunus 'amanogawa'	1		Ornamental Trees	Pathfields	
Prunus 'snow goose'	1		Ornamental Trees	Pathfields	
Sambucus nigra 'black lace'	1		Ornamental Trees	Pathfields	
Picea pungens 'edith'	1		Ornamental Trees	Pathfields	
Fagus sylvatica 'dawy purple'	1		Ornamental Trees	Pathfields	
Prunus mume 'beni-chidori'	1		Ornamental Trees	Pathfields	
Betula utilis sub sp. jacquemontii	4	11	Ornamental Trees	Pathfields	£881.81
Magnolia acuminata 'baby blue'	2		ScotPlantsDirect	Pathfields	

Acer Palmatum 'autopurpureum'	1		ScotPlantsDirect	Ridgeway	
Prunus nipponica ruby	1		ScotPlantsDirect	Ridgeway	
Acer pseudoplatanus sp.	1	5	ScotPlantsDirect	Ridgeway	£135.54
Malus sp. bens red	1		Adams Apples	Downhorn Park	
Cherry Dun	1		Adams Apples	Downhorn Park	
Cherry Kordia	1		Adams Apples	Downhorn Park	
Medlar Breadase Reus	1		Adams Apples	Downhorn Park	
Plum Czar	1		Adams Apples	Downhorn Park	
Plum Marjories Seedling	1		Adams Apples	Downhorn Park	
Pulum Farleigh Damson	1		Adams Apples	Downhorn Park	
Plum Mirabelle De Nancy	1		Adams Apples	Downhorn Park	
Plum Oullins Golden Gage	1		Adams Apples	Downhorn Park	
Pear Beurre Hardy	1		Adams Apples	Downhorn Park	
Pear Triumph of Vienna	1		Adams Apples	Downhorn Park	
Pear Conference	1		Adams Apples	Downhorn Park	
Quince Vranja	1	13	Adams Apples	Downhorn Park	£322.53
Acer campestre	25		Trees Direct	LNR'S (PNG project lead)	
Betula pendula	5		Trees Direct	LNR'S (PNG project lead)	
Carpinus betulus	15		Trees Direct	LNR'S (PNG project lead)	
Euonymus europaeus	5		Trees Direct	LNR'S (PNG project lead)	
Populus nigra	10		Trees Direct	LNR'S (PNG project lead)	
Populus tremula	10		Trees Direct	LNR'S (PNG project lead)	
Prunus padus	10		Trees Direct	LNR'S (PNG project lead)	
Quercus robur	10		Trees Direct	LNR'S (PNG project lead)	
Salix alba	5		Trees Direct	LNR'S (PNG project lead)	
Salix caprea	15		Trees Direct	LNR'S (PNG project lead)	
Sorbus aucuparia	15		Trees Direct	LNR'S (PNG project lead)	
Tila cordata	10		Trees Direct	LNR'S (PNG project lead)	
Viburnum opulus	5		Trees Direct	LNR'S (PNG project lead)	
Malus sylvestris	10		Trees Direct	LNR'S (PNG project lead)	
Sorbus aria	10		Trees Direct	LNR'S (PNG project lead)	
Alnus glutinosa	5	165	Trees Direct	LNR'S (PNG project lead)	£4,064.00
Betula pubescens	5		Habitat Aid	LNR'S (PNG project lead)	
Frangula alnus	10		Habitat Aid	LNR'S (PNG project lead)	
Quercus petraea	10		Habitat Aid	LNR'S (PNG project lead)	
Rhamnus cathartica	10		Habitat Aid	LNR'S (PNG project lead)	

Viburnum lantana	10		Habitat Aid	LNR'S (PNG project lead)	
Juniperus communis	5		Habitat Aid	LNR'S (PNG project lead)	
Sorbus torminalis	10	60	Habitat Aid	LNR'S (PNG project lead)	£791.95
50m Dog Wire	15	15	Serpells	All Urban	£4725.00
5ft 3"/4" 1.65m stakes	14250	14250	Serpells	All Urban	£4987.50

## 8. APPROVAL

### Authorisation of Contract Award Report

Author (Responsible Officer / Project Lead)	
<b>Name:</b>	Chris Avent
<b>Job Title:</b>	Green Estate Manager
<b>Additional Comments (Optional):</b>	
<b>Signature:</b>	 <b>Date:</b> 18/11/2022
Head of Service / Service Director [Signature provides authorisation to this award report and award of Contract]	
<b>Name:</b>	Anthony Payne
<b>Job Title:</b>	Strategic Director – Place
<b>Additional Comments (Optional):</b>	
<b>Signature:</b>	 <b>Date:</b> 08/11/2022