

REQUEST FOR QUOTATION (RFQ)

Annual Bowling Green Maintenance Services

Griffin Park Bowling Green, Porthcawl

Contracting Authority	Porthcawl Town Council
Date of Issue	28 September 2026
Closing Date for Submissions	08 September 2026
Initial Contract Period	October 2026 - October 2027

1. Introduction and Background

Porthcawl Town Council invites quotations from suitably experienced and qualified sports turf contractors for the provision of end-of-season renovation, winter maintenance, pre-season preparation and in-season maintenance services for the bowling green at Griffin Park, New Road, Porthcawl.

The Council's objective is to maintain the green in a healthy, disease-free and well-aerated condition throughout the contract period and to provide a high-quality playing surface for the 2027 bowling season.

- Green dimensions: approximately 40m x 40m, providing a standard six-rink bowling green.
- Current turf condition: generally average to good, with minor moss issues. The green edges require reseeding and dressing to address bare patches.

2. Scope of Services

The successful contractor will provide all labour, machinery, equipment and materials necessary to complete the works set out below, unless otherwise agreed in writing with the Council.

2.1 End-of-Season Autumn Renovation - September 2026

- Scarification: scarify in multiple directions to remove thatch, open the surface and encourage healthy lateral growth.
- Aeration: use appropriate solid or hollow tining to relieve compaction, improve drainage and increase oxygen availability within the root zone.
- Top dressing: apply a suitable high-quality sand/loam top-dressing material to address minor surface irregularities and improve soil structure. Work the material into the surface using a drag mat or equivalent method.
- Overseeding: apply high-quality bowling green grass seed to improve turf density and reinstate bare or thin areas, including the green edges.
- Fertilisation: apply an appropriate autumn fertiliser to support healthy root development and turf establishment.

2.2 Winter Maintenance - October 2026 to February 2027

A. Aeration and Decompaction

- Deep spiking/solid tining: undertake two treatments during the winter period to an appropriate depth of approximately 100-150mm, subject to ground and weather conditions.
- Slit tining: undertake as required when weather and ground conditions are suitable, to maintain surface aeration and drainage.

B. Chemical and Nutrient Applications

- Moss control: apply an appropriate autumn/winter moss treatment, such as ferrous sulphate, where required to suppress moss growth and support turf health.
- Disease management: monitor for Fusarium patch and other turf diseases and, where necessary, apply suitable approved treatments in accordance with current legislation and product instructions.

- Winter fertiliser: apply one appropriate low-nitrogen, higher-potassium/iron winter feed during early winter to support root strength and turf condition.

C. Mowing and Surface Management

- Winter mowing/topping: undertake occasional mowing during periods of mild winter growth to maintain an appropriate turf height, approximately 8-10mm unless otherwise agreed.
- Dew removal/switching: undertake regular switching or brushing to remove morning dew and reduce disease risk. This activity may be undertaken by club volunteers by prior agreement.

2.3 Pre-Season Preparation - March 2027

- Scarification: light to medium scarification to remove accumulated thatch and encourage upright growth.
- Aeration: solid tining or slitting to improve drainage and root-zone aeration.
- Top dressing and overseeding: apply suitable top-dressing material and high-quality bowling green seed to address minor surface irregularities and bare or thin areas.
- Fertilisation: apply an appropriate spring/pre-season fertiliser.
- Mowing and grooming: undertake initial light cuts to progressively bring the turf down to the agreed playing height. Include brushing and switching to remove morning dew and worm casts. Switching/brushing may be undertaken by club members by prior agreement.

2.4 In-Season Maintenance - May to September 2027

The in-season service should provide routine maintenance sufficient to maintain the bowling green in a high-quality playing condition throughout the playing season.

- Mowing: cut the green a minimum of three times per week, subject to weather and growth conditions, to an agreed playing height of approximately 4-5mm. Clippings are to be removed.
- Verti-cutting/scarification: undertake regular light verti-cutting to manage thatch and maintain surface quality. Light in-season scarification may be undertaken where required, provided it does not adversely affect the playing surface or scheduled match play.
- Fertilisation and treatments: apply an appropriate liquid or granular slow-release fertiliser approximately monthly, subject to turf requirements. Apply approved weed and moss treatments as required.
- Moisture management: the green is served by a 600-litre automated watering system. Contractors should allow for the potential application of an appropriate wetting agent, as the green can dry out quickly.

3. Contractor Requirements

Contractors should have demonstrable experience in the maintenance of bowling greens or comparable fine sports turf surfaces and must provide suitably qualified and competent personnel, equipment and materials to undertake the required works.

All chemical products and treatments must be suitable for their intended use and applied in accordance with current legislation, manufacturer instructions and applicable health and safety requirements.

4. Quotation and Submission Requirements

Interested contractors must provide the following information as part of their quotation:

- Pricing breakdown: itemised costs for labour and materials for each section of the scope of services. In-season mowing costs must be identified separately from the main maintenance charge.
- Product specifications: details of fertilisers, moss control products, weed treatments, fungicides and any other chemical treatments proposed for use.
- Relevant experience and references: contact details for at least two bowling clubs where similar annual maintenance services have been successfully completed.
- Insurance: evidence of current public liability insurance.
- Assumptions and exclusions: clearly identify any assumptions, exclusions or additional charges that may apply.
- Quotation validity: state the period for which the quotation will remain valid.

5. Site Visits

Contractors are encouraged to visit the site before submitting a quotation in order to assess the condition of the green, access arrangements and any other factors that may affect delivery or cost. Site visits should be arranged in advance using the contact details below.

6. Contact Details

Primary Contact	[Name / Role]
Telephone	[Insert telephone number]
Email	[Insert email address]

7. Submission of Quotations

Completed quotations and supporting information must be submitted by email to [Insert Submission Email] no later than 30 August 2026.
Submissions should clearly reference: Griffin Park Bowling Green Maintenance Services RFQ.

8. Contract Period and General Conditions

The anticipated initial contract period is September 2026 to September 2027. Porthcawl Town Council reserves the right to seek clarification or further information in relation to any quotation received before making its decision.
The Council is not bound to accept the lowest or any quotation and reserves the right to discontinue the procurement process at any time. Contractors will be responsible for their own costs incurred in preparing and submitting a quotation.