

LOCATION:	Land at the Airport, Rhose as shown edged red on the plan for identification purposes only.
AREA:	14.5 ha (35.8 acres) approximately
PERIOD OF LETTING:	1 st April 2026 – 31 st January 2027.
USE:	Suitable for growing a crop only. The keeping of any animals will not be allowed.
LICENCE FEE:	The successful tenderer shall pay to the Council a fee for the rights for the above period. The fee will be paid in full in advance.
ACCESS:	From the road off Tredogan Lane along the route coloured brown on the plan only.
OUTGOINGS:	The successful tenderer will be responsible for the payment of all outgoings in respect of the land.
WATER:	The successful tenderer will be responsible for any water supplies.
FENCING:	The Licensee is responsible for erecting and maintaining all fencing and gates in a stockproof condition throughout the period of the licence. The Licensee takes the land in its current condition.
SECURITY:	The Licensee shall ensure the security of the land at all times during the Licence Period against any use (whether authorised or not) by itinerant travellers, illegal campers or other third parties.
AGREEMENT:	The successful tenderer shall enter into an appropriate legal agreement with the Vale of Glamorgan Council for the regularisation of the occupation.
METHOD OF LETTING:	Prospective tenderers are required to follow the procedure set out in the accompanying tender documentation. Particular attention is drawn to the "Conditions of Submitting Offers".
VIEWING:	The land may be viewed at any time before the closing date for tenders. All persons viewing the land do so entirely at their own risk and the Vale of Glamorgan Council cannot and will not accept any liability for any loss or injury howsoever caused.
TERMINATION:	The Licensor reserves the right to terminate the Licence without further notice in the event of a breach of any of the terms or conditions thereof.

FEES AND COSTS:

The Licensee shall be responsible for the payment of the Vale of Glamorgan Council's surveyors' fees in the sum of £156.00 (one hundred and fifty six pounds) exclusive of VAT, and the Council's proper Legal costs of £196.80 (one hundred and ninety-six pounds eighty pence) for the preparation of the Licence and the counterpart thereof.

BID SUBMISSION MATERIAL, DEADLINE & ADDRESS FOR SUBMITTING BIDS:

Bidders will be required to submit a detailed bid comprising:

- a. **Fee Bid;**
- b. **Statement of Approach**
- c. **Evidence of Public Liability Insurance**

A. Fee Bid

Please note that bids should include the following information:

- I. **Identity of proposed Licensee** and contact details;
- II. **Fee for the licence;**
- III. **No bids to be expressed as a percentage figure of the bids of another party;**
- IV. The **Council is under no obligation** to accept the highest or any bid;
- V. **Any indication of collusion** by the bidder with any other party will render the bid void.

B. Statement of Approach

Bidders must include within their proposal a statement outlining their approach to cultivation, detailing what will be grown on site, the products or fertilisers to be used, how the licence holder will enhance biodiversity and what their pest management plan is.

C. Public Liability Insurance

Bidders will be required to provide evidence of the Public Liability Insurance. Failure to provide it will result in the tender not being considered further and the tender submission is invalid.

Deadline and Address for Submitting Bids

The strict deadline for submitting tender bids is **12 Noon on 16 March 2026.**

The bid must be submitted in an envelope with the official Tender Label adhered titled on the outside "**Land at the Airport, Rhose Tender**". The envelope must be securely sealed and must NOT bear any distinguishing matter or mark identifying the sender/bidder. For the avoidance of doubt **no bids will be accepted which have been submitted by e-mail.**

Bids should be submitted in full and in the aforementioned manner to:

**The Head of Democratic Services,
The Vale of Glamorgan Council
Civic Offices
Holton Road
Barry CF63 4RU.**

The Council will **disregard bids** submitted late, sent to the wrong address or that are non-conforming or incomplete.

The Council and its agents are not obliged to accept any bid. Additionally, the Council is not bound to accept the highest financial bid and reserves the right to stop or alter the selection process at any time without any obligation for costs incurred by bidders. The time and cost incurred preparing a bid is wholly at the risk of the bidder and the Council cannot be held liable for such costs.

SELECTION OF PREFERRED BIDDER & WEIGHTED SCORING CRITERIA

The Preferred Bidder will be selected following the Council reviewing and assessing each bid. The Council will score and rank each of the bids on the following basis of 40% price and 60% quality:

Fee (40% weighting)

- a. **Fee offer proposed (40% weighting)** based on the "Fee Bid" submitted by the bidder; and

Quality (60% weighting)

- a. **Statement of Approach to Growing to include the following:**
 - i. what will be grown on the site, **(20)**
 - ii. what products or fertilisers will be used on the site, **(20)**
 - iii. how the licence holder will enhance biodiversity, **(40)**
 - iv. pest management plan **(20)**
- b. **Public Liability Insurance** Any Bidder that fails to provide evidence of the necessary documentation will not be considered further and the tender submission is invalid.

SCORING

Fee 40%

Fee assessment accounts for 40% of the evaluation.

The Bidder with the highest total sum for fee will receive the maximum marks (100% of the overall available 40%), with all the other bids calculated as a percentage difference.

The next highest bidder will be awarded a percentage value based on their total rent and the highest total received (i.e. (next highest / highest) *100). This will be multiplied by 0.4 to calculate the amount of the available 40% to be awarded.

Quality 60%

Quality assessment accounts for 60% of the evaluation and the quality criteria will be evaluated based on the sub-criteria and weightings outlined above.

The Bidder with the highest total sum for quality will receive the maximum marks (100% of the overall available 60%), with all the other bids calculated as a percentage difference.

The next highest bidder will be awarded a percentage value based on their total rent and the highest total received (i.e. (next highest / highest) *100). This will be multiplied by 0.6 to calculate the amount of the available 60% to be awarded.

Question	Description	Weighting
a.	Statement of Approach	100%
b.	Public Indemnity Insurance	Pass or Fail

SCORING METHODOLOGY

Score	Response
5	Excellent evidence has been submitted and information and/or supplementary documentation leaves no doubt that the minimum requirements are likely to be exceeded substantially. It is evident that there will be significant added value incorporating aspects that are unique to this service provider.
4	Very clear evidence has been submitted and information and/or supplementary documentation is of a very high calibre indicating that the minimum requirements are likely to be exceeded. It is evident that there will be some added value.
3	Adequate evidence has been submitted and information and/or supplementary documentation is of an adequate calibre indicating that the minimum requirements are likely to be met.
2	Some evidence has been submitted and information and/or supplementary documentation is of a barely adequate calibre indicating that the minimum requirements are unlikely to be met.
1	No evidence has been submitted and any information and/or supplementary documentation are of an inadequate calibre indicating that the minimum requirements are very unlikely to be met.
0	Either the question has not been answered or the answer given clearly does not meet the minimum requirement.

Disclaimer

Whilst every care has been taken in the preparation of this Marketing paper, the accuracy of its **contents cannot be guaranteed**. The contents **do not constitute any offer or contract** and have been prepared to assist proposed bidders in connection with the bid process.

The Council does not make or give and no person in its employment has the authority to make or give any representation or warranty in respect of this property or in respect of the accuracy or completeness of the information provided to bidders. Prospective bidders must satisfy themselves by inspection or otherwise as to the correctness of this paper and the information accompanying it.

The Council reserves the right to amend any part of this paper and shall notify bidders in writing of any such variation.

Misrepresentation Act

The property is offered subject to contract and on a without prejudice basis. The Council reserves the right to refuse any offer made and is not bound to accept the highest offer or any offer for the property.

Whilst every effort is made to ensure that these particulars are correct, the Council cannot accept any liability whatsoever for any misrepresentation made either in these particulars or orally. Any interested party must satisfy themselves as to the accuracy of these details. The particulars are set out as a general guide only and do not form any part of an offer or contract.

