

Date: 26/07/2021

Dear Sir or Madam,

Tender for the supply of natural flood management and infrastructure improvement works at Blean Woods.

Period September 2021 to February 2022

You are invited to tender in competition with others to provide the goods and/or services specified above to the RSPB.

The following documents are enclosed and must be, where applicable, completed and signed on behalf of the contractor.

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| Document A | Instruction and Information |
| Document B | RSPB: A Brief Introduction |
| Document C | Specification of Goods / Services |
| Document D | Company Information |
| Document E | Form of Offer |
| Document F | Terms and Conditions |
| Document G | Certificate of Bona Fide Offer |

Your tender response should be emailed to ruby.merriman@rspb.org.uk by 09:00 on 16/08/2021

Only tenders submitted in accordance with the RSPB’s Terms and Conditions will be considered. Any tenders that are incomplete or received after the time indicated may be disregarded.

Contractors should ensure that their tenders are clear and concise and are advised that any approaches to the RSPB following the opening of tenders could lead to disqualification.

Contractors may need to conduct a site visit to better inform their quote. Contact Ruby Merriman (ruby.merriman@rspb.org.uk) to organise a site visit.

Any questions in relation to this opportunity should be emailed to ruby.merriman@rspb.org.uk.

Yours faithfully

Ruby Merriman

Project Manager

RSPB

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|  | **Document A****Instructions and information** |

1. This document is designed to be completed electronically. You are required to mark boxes, insert information or submit additional documentation in response to the questions herein. Whilst the text boxes should expand as you add text, if there is insufficient space for your response please attach a separate document clearly marked with the name of your Company, the reference number and the number(s) of the question(s) to which it relates. Please ‘sign’ this document by adding your name to the end of Document G.
2. If you are unable to comply with a request for information or provide documentation requested, then a written account explaining the absence of the information must accompany the return of this tender. Please be aware that the failure to respond to any of the questions, without a written reason, may result in a negative evaluation of that element within the overall evaluation of this questionnaire.
3. The RSPB may require supplementary information or clarification, or further evidence of the information given. The RSPB may wish to visit reference sites given as evidence of relevant experience.
4. The RSPB may request interviews with all or a selection of applicants or none. Applicants will be notified in due course. The ability of contractors may also be determined by, amongst other factors, references, certification, site visits and ‘mystery shopping’.
5. Please answer the questions specifically for your company, NOT for the group if you are part of a group of companies. Please note the term “Company” refers to: Sole proprietor, partnership, incorporated company, co-operative, or voluntary organisation as appropriate.
6. During the term of this agreement and for 1 year thereafter, neither party shall solicit to work for it any person who is or was employed by the other party and who has been involved in the provision of the Services at any time during the preceding 12 months. For the avoidance of doubt, if a person who is or was employed by the other party at the relevant time responds to a publicly advertised recruitment campaign, the recruiting party shall not be deemed to have solicited that person from the other party. If either party is in breach of this, it shall pay to the other party an amount equivalent to the gross salary paid by that other party to the relevant employee for the final 12 months of employment.
7. No charge will be made to the RSPB by applicants for any preparation costs accrued during the tender process, whether the applicant was successful or not.
8. You are invited to submit your best offer for the work as detailed below. The RSPB reserves the right to undertake post-tender negotiations.
9. It should be noted that in any formal contract that is subsequently entered into, reference will be made to the detailed information provided in the formal response to this tender document provided by the successful organisation. Thus answers and information given in your reply will become a binding part of the contractual relationship between yourselves and the RSPB.
10. Timetable

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| Invitation to Tender document sent out | 26/07/2021 |
| Tender documents to be returned  | 16/08/2021 |
| Award of contract | August 2021  |
| Commencement of services / orders for goods | September 2021 |
| End of contract | 28/02/2022 |

1. The RSPB does not bind itself to accept the lowest or any Tender and reserves the right to accept part only of a Tender. RSPB reserves the right to procure individual elements of the required solution from one or more contractor as appropriate.

Whilst the RSPB aims to provide feedback on failed submissions this may not always be possible, and the RSPB is under no obligation to do so.

1. Tender Evaluation Process

Tenders that fail to meet essential requirements may be excluded from consideration.

Tenders that fulfil essential requirements will be evaluated on the basis of the most economically advantageous tender; weightings as detailed below.

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| **Criterion** |  **Weighting (%)** |
| Relevant Experience | 35 |
| Quality of Methods | 35 |
| Price | 30 |

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|  | **Document B****A Brief Introduction** |

For details on the RSPB’s challenges and achievements in the previous financial year please go to

<https://ww2.rspb.org.uk/about-the-rspb/about-us/how-we-are-run/annualreview/>

For details on the RSPB Mission please go to

<https://ww2.rspb.org.uk/about-the-rspb/about-us/our-mission/>

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|  | **Document C** **Specification** |

**Summary of works**

The RSPB has secured funding through the Green Recovery Challenge Fund to deliver the ‘Climate Resilience for Blean Woods and Seasalter Levels’ project. The funding is administered by The National Lottery Heritage Fund in partnership with Natural England and the Environment Agency. The overall aim of the works within this document is to enhance the resilience of Blean Woods to projected changes in climate, through reversing the effects of man-made drainage and increasing water retention within the woodland, in addition to improving accessibility. The work will be carried out across one RSPB reserve and two Kent Wildlife Trust (KWT) reserves, which total 1328ha of woodland, 999ha of which is designated as SSSI.

Climate change projections predict increased rainfall in winter, but hotter and drier summers, particularly in the south of England. Drier spring and summers coupled with man-made drainage features in the woodland will result in Blean Woods drying out at an accelerated rate in the spring. The lack of moist soil and standing water will result in fewer invertebrates, less deadwood generation and fewer drinking opportunities – all vital to support a healthy woodland for wildlife. To mitigate against this, we aim to slow the drainage of high rainfall events from Blean Woods to retain that water on site for longer as both standing water and moisture content in soils. The project will create earth and wood dams in primary watercourses to achieve this aim, using site-won materials.

The work will focus on using Natural Flood Management (NFM) principles that have been used for flood management projects – working along key watercourses at all 3 sites to slow the flow using predominantly wood dams and some earth dams. This tender also includes works for 2 exciting sub-projects using the same principles: restoration of the Sarre Penn at RSPB Blean and a raised bog at KWT South Blean. The Sarre Penn is the largest watercourse at RSPB Blean that has been artificially straightened for drainage in certain locations – leaving the historic meanders ‘high and dry’. This project will aim to restore these natural meanders to their former glory, as well as slowing the high winter flows of the overall channel. The bog restoration will involve increasing water retention using wood and earth dams, and tree clearance to create a diverse mosaic of wet woodland and ancient bog habitats. In addition to the exciting and unique habitat works, we also have infrastructure improvements to complete that involve trackside ditching, crossing point improvements and the construction of a boardwalk – all to improve the accessibility and overall visitor experience of our sites.

**We strongly recommend a site visit to truly understand the brief and the sites you’ll be working on**. Monday 2nd August (RSPB Blean), Tuesday 10th August (KWT South Blean) and Wednesday 11th August (KWT West Blean & Thornden) are available for accompanied site visits, please contact Ruby Merriman to book an appointment. Accompanied visits outside this time may be possible but not guaranteed. Contractors are welcome to visit unaccompanied but please inform Ruby Merriman of your intentions / plans prior to your arrival.

Due to funding constraints, all work will need to be completed and payment processed by **28th February 2022**, although we anticipate at least most work to be completed in 2021.

This tender document is divided into 3 lots due to the different and specialised nature of the project. The lots correspond with the 3 different sites the contractor(s) will be working on.

These lots are then divided into subsections based on the type of work, and **contractors are welcome to bid for these individual subsections, or one or more entire lots**.

Please note that this tender contains various pricing methods depending on each type of work.

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| Lot 1: RSPB Blean | a | Infrastructure Improvements |
| b | Natural Flood Management |
| c | Sarre Penn Restoration |
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| Lot 2: KWT West Blean & Thornden | a | Infrastructure Improvements |
| b | Natural Flood Management |
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| Lot 3: KWT South Blean | a | Infrastructure Improvements |
| b | Natural Flood Management |
| c | Bog Restoration |

The information below is a statement of minimum requirements and is not intended to limit creative or original thinking in the preparation of proposals.

**Lot 1: RSPB Blean**

***Infrastructure***

**1a.1 Trackside Ditching**

The tracks at RSPB Blean Woods are used extensively by pedestrians, RSPB vehicles and contractors. In the winter months these tracks become extremely water-logged from consistent use coupled with heavy rainfall and a deteriorating drainage system. To address this, this project aims to improve the trackside drainage system by reinstating many of the trackside ditches on site as well as creating new examples.

All ditches are to have a minimum depth of 0.6m, a width of 1.2m, and be desilted/ created using a v-ditching bucket. There is approximately 1666m of ditch creation, 9877m of desilting, 1368m of desilting/recasting and 4278m of recasting – a total of 17189 metres. Arisings will be used to create shallow bunds to help retain water in the rides running alongside the ditches but off of the tracks. The bunds will either be created immediately adjacent to the ditch being improved (11048m) or on the opposite side of the track (5878m). Some bunds will need to be shallow/ smooth enough to allow a mulcher or quad-trailed flail to drive over for future habitat works but still perform the function of a water barrier to the best of the material’s properties.

Some trackside locations will also need to be flailed for access prior to any ditching work taking place. A per-metre rate for this activity will be requested as part of the tender. The exact quantity needed will be determined but will not exceed 6500m.

A French drain of 336m will also be constructed on site to protect wood storage areas, using 200mm perforated pipe embedded approximately 0.4m into the ground, topped with gravel and capped with a layer of topsoil.

See Appendix: Map 2; Table 1; Figure 1; Figure 2

*Please state what experience you have that would allow you to complete this work to a high standard and provide a brief method statement on how you would carry out the works. We welcome any suggestions or comments regarding designs, methods, foreseen issues and any other information that will help to assess your suitability.*

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*Applicable to ‘Relevant experience’ and ‘Quality of Methods’*

**1a.2 Culvert Improvements**

There are 9 culverts across the site that need various levels and types of repair, and 6 new culverts to be created on footpaths. Please see details for each below and refer to the maps and photos in the appendix.

Culvert Repairs:

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| **Culvert Repair 1 - Specifications**See in Appendices**: Map 3; Figure 3; Photo 1** |
| Largest repair on site that crosses the Sarre Penn – the culvert has been worn away by high flood events and needs building up and improving to withstand high water flow. The crest needs raising by approximately 0.55m in total using locally won fill via excavating the ditch upstream of the culvert which will create a ‘pool’ that will retain water for a longer period when the stream experiences very low, or absent, water levels. The size of the excavation is governed by two key factors:1. The quantity of fill required.
2. Access along the stream.

Under these two factors are other basic guidelines:1. The excavation must be no less than 300mm deep and up to 600mm deep.
2. The channel can be widened locally by resetting the banks back by 2m-4m. Batters will be a minimum of 2:1 and any excavations must begin at least 3m away from the culvert.
3. The length of the excavation will be governed by all of the above. However, if access precludes the winning of enough material then guidelines (a) and (b) can be exceeded with approval from the RSPB Project Manager.

The crest of the culvert will be set level resulting in the overall length of fill being 20.2m to tie into the tracks at each end. The fill includes a capping of 150mm of clean crushed concrete set on a geotextile membrane which will extend beyond the 20.2m by 1m at each end. The 1m extensions will be set into the ground by 150mm to finish flush with the existing track. For the 7m directly above the culvert, the crest width will be 4.44m and be entirely covered by the crush and geotextile membrane. For the residual 6m either side of the central 7m, the crush layer will reduce slightly to 4m wide. Where the crest is higher than the ground levels either side at the ends, voids will be filled with site-won material to secure the crush in place. Batters will be variable according to ground conditions but ratios of 3:1 or 4:1 are desired. Overall, the structure will be finished with a slight camber from the centre outwards.New headwalls including wingwalls are required to hold the structure in place and minimise future erosion. This will be achieved using hessian sand bags filled with a dry N32 (C32) concrete (sand/cement) mix over a geotextile membrane and secured in place using 13mm rebar at predominate lengths of 500mm. Each headwall will require approximately 120 bags based on a bag size of 500mm x 250mm 100mm and each wingwall approximately 30 bags with the first layer for all set to finish 40mm lower than the bed level. Wingwalls are built with a batter of 1:3 and tied into the headwalls at the appropriate end. Once placed, wetting the bags will allow the concrete mix to harden.An existing 600mm concrete pipe needs removing to be replaced with 2x 6m x 600mm Twinwall pipes. One pipe is set on the first layer of bags resulting in the internal invert being flush with the stream bed level and the second pipe is set 100mm higher than the first which will be on the second layer of bags assuming 100mm depth bag fill. |
| **Culvert Repair 2 - Specifications**See in Appendices**: Map 3; Photo 2** |
| The pipe for this culvert has failed and needs replacing. The existing pipe needs removing to be replaced with a 6m x 450mm twinwall pipe set at 0.7m depth. 5m of ditch recasting at 0.7m depth will be needed on both sides of the culvert and the arisings used for bund creation as specified in section 1a.1. The culvert will then require capping of 150mm of clean crushed concrete set on a geotextile membrane which will extend 3m either side of the pipe and entirely cover the crest. |
| **Culvert Repair 3 - Specifications**See in Appendices**: Map 3; Photo 3** |
| The current culvert is not fit for the quantity of flow and needs a complete rebuild. The existing pipe (300mm) needs removing to be replaced with a 6m x 450mm pipe set at 0.6m depth. The culvert should be built to a 4m crest width with a 2:1 batter. 15m of ditch recasting at 0.6m depth will be needed on the western side of the culvert and the arisings used for bund creation on the same side as specified in section 1a.1, and for any reinforcements of the culvert as required. The culvert will then require capping of 150mm of clean crushed concrete set on a geotextile membrane which will extend 5m either side of the pipe and entirely cover the crest.  |
| **Culvert Repair 4 - Specifications**See in Appendices**: Map 3; Photo 4** |
| This culvert has a very old wooden headwall with clear signs of erosion and rot. The wooden headwall needs removing and replaced using hessian sand bags filled with a dry N32 (C32) concrete (sand/cement) mix over a geotextile membrane and secured in place using 13mm rebar at predominate lengths of 500mm. Each headwall will require approximately 10 bags based on a bag size of 500mm x 250mm 100mm with the first layer for all set to finish 40mm lower than the bed level. Once placed, wetting the bags will allow the concrete mix to harden. The crest needs raising by approximately 15cm built to a minimum of 3m width using locally won fill via excavating the ditch upstream of the culvert which will create a ‘pool’ that will retain water for a longer period when the stream experiences very low, or absent, water levels. The size of the excavation is governed by two key factors:1. The quantity of fill required.
2. Access along the stream.

Under these two factors are other basic guidelines:1. The excavation must be no less than 300mm deep and up to 600mm deep.
2. The channel can be widened locally by resetting the banks back by 2m-4m. Batters will be a minimum of 2:1 and any excavations must begin at least 3m away from the culvert.
3. The length of the excavation will be governed by all of the above. However, if access precludes the winning of enough material then guidelines (a) and (b) can be exceeded with approval from the RSPB Project Manager.
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| **Culvert Repair 5 - Specifications**See in Appendices**: Map 3; Photo 5** |
| The culvert is blocked on the eastern side due to a build-up of material, causing the water to flow over the culvert instead. 10m of ditch recasting at 0.6m depth will be needed on the eastern side of the culvert and the arisings placed locally to make shallow bunds, or to help infill any erosion of the culvert where needs and if the material is appropriate. The culvert will then require capping of 150mm of clean crushed concrete set on a geotextile membrane which will extend 3m either side of the pipe and entirely cover the crest. |
| **Culvert Repair 6 - Specifications**See in Appendices**: Map 3; Photo 6** |
| A very poorly constructed culvert that needs a rebuild. Any existing pipes (not known) to be replaced with a 6m x 450mm pipe set at 0.5m depth. The wooden headwall needs removing and replaced using hessian sand bags filled with a dry N32 (C32) concrete (sand/cement) mix over a geotextile membrane and secured in place using 13mm rebar at predominate lengths of 500mm. Each headwall will require approximately 10 bags based on a bag size of 500mm x 250mm 100mm with the first layer for all set to finish 40mm lower than the bed level. Once placed, wetting the bags will allow the concrete mix to harden. The crest needs raising by approximately 10cm built to a minimum of 4m width using locally won fill via excavating the ditch upstream of the culvert which will create a ‘pool’ that will retain water for a longer period when the stream experiences very low, or absent, water levels. The size of the excavation is governed by two key factors:1. The quantity of fill required.
2. Access along the stream.

Under these two factors are other basic guidelines:1. The excavation must be no less than 300mm deep and up to 600mm deep.
2. The channel can be widened locally by resetting the banks back by 2m-4m. Batters will be a minimum of 2:1 and any excavations must begin at least 3m away from the culvert.
3. The length of the excavation will be governed by all of the above. However, if access precludes the winning of enough material then guidelines (a) and (b) can be exceeded with approval from the RSPB Project Manager.

The culvert will then require capping of 150mm of clean crushed concrete set on a geotextile membrane which will extend 3m either side of the pipe and entirely cover the crest. |
| **Culvert Repair 7 - Specifications**See in Appendices**: Map 3; Photo 7** |
| A functional culvert that needs a headwall and the level raised slightly to prevent further erosion and allow occasional vehicular access. The wooden headwall needs removing and replaced using hessian sand bags filled with a dry N32 (C32) concrete (sand/cement) mix over a geotextile membrane and secured in place using 13mm rebar at predominate lengths of 500mm. Each headwall will require approximately 15 bags based on a bag size of 500mm x 250mm 100mm with the first layer for all set to finish 40mm lower than the bed level. Once placed, wetting the bags will allow the concrete mix to harden. The culvert will then require capping of 150mm of clean crushed concrete set on a geotextile membrane which will extend 5m either side of the pipes and entirely cover the crest. |
| **Culvert Repair 8 - Specifications**See in Appendices**: Map 3; Photo 8** |
| The wooden headwall needs removing and replaced with new headwalls including a wingwall on the upstream side. This will be achieved using hessian sand bags filled with a dry N32 (C32) concrete (sand/cement) mix over a geotextile membrane and secured in place using 13mm rebar at predominate lengths of 500mm. Each headwall will require approximately 25 bags based on a bag size of 500mm x 250mm 100mm and the wingwall approximately 12 bags with the first layer for all set to finish 40mm lower than the bed level. Wingwalls are built with a batter of 1:3 and tied into the headwalls at the appropriate end. Once placed, wetting the bags will allow the concrete mix to harden.Some dredging is also required on the upstream side to 0.6m depth and 5m2 area. |
| **Culvert Repair 9 - Specifications**See in Appendices**: Map 3** |
| The culvert is partially blocked on the western side due to a build-up of material. To repair, a 5m excavation of the ditch to 1.5m depth is needed. Some minor felling of small trees may be needed for access.  |

Culvert Creation:

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| **Culvert Creation 1 - 5 - Specifications**See in Appendices**: Map 4; Photos 9-13** |
| A small pedestrian culvert approx. 450mm in height needs creating using locally won fill via excavating the ditch upstream of the culvert which will create a ‘pool’ that will retain water for a longer period when the stream experiences very low, or absent, water levels. The size of the excavation is governed by two key factors:1. The quantity of fill required.
2. Access along the stream.

Under these two factors are other basic guidelines:1. The excavation must be no less than 300mm deep and up to 600mm deep.
2. The channel can be widened locally by resetting the banks back by 2m-4m. Batters will be a minimum of 2:1 and any excavations must begin at least 3m away from the culvert.
3. The length of the excavation will be governed by all of the above. However, if access precludes the winning of enough material then guidelines (a) and (b) can be exceeded with approval from the RSPB Project Manager.

The culvert will be constructed with a 4m x 150mm twinwall pipe set at 0.4m depth, 2m crest and 1:1 batter. Culverts 1, 3, 4 and 5 have existing depressions in the ground, whereas culvert 2 will need to be fully excavated. |
| **Culvert Creation 6 - Specifications**See in Appendices**: Map 4; Photo 14** |
| Set a 6m x 450mm twinwall pipe into the track at 0.6m depth and refill using the same earth. The culvert will then require capping of 150mm of clean crushed concrete set on a geotextile membrane which will extend 5m either side of the pipe and entirely cover the crest. |

*Please state what experience you have that would allow you to complete this work to a high standard and provide a brief method statement on how you would carry out the works. We welcome any suggestions or comments regarding designs, methods, foreseen issues and any other information that will help to assess your suitability.*

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*Applicable to ‘Relevant experience’ and ‘Quality of Methods’*

***Natural Flood Management***

Please be aware that access varies widely across the woodland, and some felling, mostly of younger trees, will be needed for machinery to access many locations. Site visits and/ or discussions with the project manager are advised.

**1b.1 Wood Dam Construction**

The construction of wood dams on site will follow Natural Flood Management (NFM) principles (see guidance in the link below, and photo examples in the appendix).

[**https://www.woodlandtrust.org.uk/publications/2016/08/natural-flood-management-guidance/**](https://www.woodlandtrust.org.uk/publications/2016/08/natural-flood-management-guidance/)

This work will require a flexible approach depending on the nature of the watercourse and location, but the ultimate aim of each dam will be to significantly slow the flow of water, whilst being resilient to high flows often experienced in the winter months. The dams will need to be well secured with the use of living trees and/ or stakes.

* Wood will be sourced on-site. Where possible material will be felled in the immediate vicinity of the dam location to minimize transportation and allow more light into the area. If no large trees are available in the local vicinity e.g. young coppiced areas, transportation from elsewhere on site may be required.
* Existing features in the landscape such as naturally formed woody dams or trees will be used as a basis where available. Gradient, water capacity and the potential flood plain area will all be considered factors in the design of each dam.
* Some excavation into the banks may be required/ beneficial to secure wood in place.
* Faggot bundles are required as part of the wood dams to decrease flow – situated on the upstream side of dams and secured in place. These will be supplied by RSPB on-site, however transport of the bundles to the watercourses may be needed.
* There will be approximately 70 dams constructed, however this may vary depending on timescales, budget and site conditions.

See Appendices: Map 5; Photos 15-20

*Please state what experience you have that would allow you to complete this work to a high standard and provide a brief method statement on how you would carry out the works. We welcome any suggestions or comments regarding designs, methods, foreseen issues and any other information that will help to assess your suitability.*

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*Applicable to ‘Relevant experience’ and ‘Quality of Methods’*

**1b.2 Earth Dam Construction**

Up to 24 small earth dams will be constructed to supplement wood dams and slow the flow of water in suitable channels. The size of the channels does not deviate widely, therefore we have given an average size and specification below:

Average depth of channels: 700mm

Average width of channels: 1m

An earth dam will be created with a 2m crest width at 100mm above the top of the prevailing bank level and 3:1 batters all-round. The crest will extend 1m (+ batter) onto the banks on both sides. Material will be won locally from the excavation of a small pool just upstream of the dam. This will usually be 1m from the upstream toe of the new dam, but the exact location is dependent on ease of access and quality of material. The excavation will create a pool 300mm deeper than the bed of the watercourse and expand the banks by 0.7m either side – the exact measurements will depend on the quantity of material needed. One 7.3m x 160mm drainage pipe will be set into the earth dam with the invert of the pipe 100mm above the base of the dam. A 90o bend with a further 600mm of pipe will be attached to one end to allow control of the water level upstream of the dam.

See Appendices: Map 5; Figure 4; Photo 21

*Please state what experience you have that would allow you to complete this work to a high standard and provide a brief method statement on how you would carry out the works. We welcome any suggestions or comments regarding designs, methods, foreseen issues and any other information that will help to assess your suitability.*

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*Applicable to ‘Relevant experience’ and ‘Quality of Methods’*

**1c Sarre Penn Restoration**

Wood dams will be used to obstruct the artificially straightened watercourses across the Sarre Penn using NFM principles, particularly those specified in the Woodland Trusts ‘Natural flood management guidance’ as above in the wood dam construction section. The wood will be sourced locally and, where possible, in the immediate vicinity of the dam location. The wood will be embedded into the banks and substantially secured using stakes or living trees to withstand high flows and will be set directly to the floor of the watercourse to encourage the re-direction of water flow. Faggot bundles will be used to reinforce the dam on the upstream side and secured, these will be supplied on-site by RSPB. Dams will be inserted 5-10m downstream of historic meander entrances to back-up water flow, whilst preventing erosion around the dams if placed too close to entrances.

Minor excavations of 2-3m length and 10-30cm deep will also be completed where needed at the entrances and exits of the historic meanders to initiate the natural process of water re-direction as well as 2-3m of light scraping to create low points in some larger meanders. There will be a maximum of 20 wood dams inserted for the purpose of meander restoration. Up to 20 leaky dams will also be created to slow the flow of water in the main channel (as per ‘wood dam construction’ above).

Active channels feeding into the Sarre Penn will also be blocked, redirected into meanders or at least slowed down. Please refer to the appendix for maps of the works and a photo example of what we expect a meander dam to look like.

See Appendices: Maps 6-7; Figure 5; Photos 22-24

*Please state what experience you have that would allow you to complete this work to a high standard and provide a brief method statement on how you would carry out the works. We welcome any suggestions or comments regarding designs, methods, foreseen issues and any other information that will help to assess your suitability.*

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*Applicable to ‘Relevant experience’ and ‘Quality of Methods’*

**Lot 2: KWT West Blean & Thornden Woods**

**\*\*Please note: a significant amount of works will be happening on this site for a different project called the ‘Wilder Blean Project’, which has been notified to the HSE. As a result, there is an existing Principle Contractor for the site and pre-agreed site rules such as speed limits, signage, access protocols etc, that will need to be adhered to at all times during any of these works.**

***Infrastructure***

**2a.1 Large Earth Bund**

A large earth bund/ culvert will be created across a watercourse to allow future vehicular access and slow the flow of water in high rainfall events.

A vehicle crossing point will be constructed approximately 14m long and level across the channel using locally won material. Material will be won from a pond extension approximately 50m from the dam location and via the creation of a small ephemeral pool upstream. The dam will have a 5m crest width with a 3:1 batter and capped with a layer of geotextile membrane and 15cm of clean stone. Two 450mm pipes will be embedded (10m length), one flush to the floor and one 10cm above. A protective headwall on the upstream side will be put in place using hessian sand bags filled with a dry N32 (C32) concrete (sand/cement) mix over a geotextile membrane and secured in place using 13mm rebar at predominate lengths of 500mm. The headwall will require approximately 30 bags based on a bag size of 500mm x 250mm 100mm.

See Appendices: Map 9; Photo 25

*Please state what experience you have that would allow you to complete this work to a high standard and provide a brief method statement on how you would carry out the works. We welcome any suggestions or comments regarding designs, methods, foreseen issues, and any other information that will help to assess your suitability.*

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*Applicable to ‘Relevant experience’ and ‘Quality of Methods’*

**2a.2 Boardwalk** (optional for this section)

A raised boardwalk is to be constructed on a Public Right of Way in Thornden Woods, where the footpath is inundated with water all year round.

Length: 35m

Width: 1.2- 2m (dependent on lengths available and what is most cost effective)

The boardwalk will be constructed with recycled plastic and raised 450mm above the lowest point. It will be dug into the ground at each end so no inclines will be necessary. A minimum 30mm lip either side of the platform will be made for safety considerations. There is one shallow bend as part of the design.

See Appendices: Map 9; Photos 26-27

*Please state what experience you have that would allow you to complete this work to a high standard and provide a brief method statement on how you would carry out the works. We welcome any suggestions or comments regarding designs, methods, foreseen issues, and any other information that will help to assess your suitability.*

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| Details       |

*Applicable to ‘Relevant experience’ and ‘Quality of Methods’*

**2a.3 Culvert Improvement**

A small culvert needs rebuilding to support the use of ATV vehicles. 10m of the watercourse either side needs dredging to 0.5m depth, and the current pipe needs replacing with 2 x 450mm Twinwall pipes, 6m in length, with one flush to the bed and one 10cm above the bed. Material can be won locally by excavating small pools to build up the crossing point to a 4m crest width, which will be topped with a layer of geotextile membrane and a 15cm layer of clean stone. A 2:1 batter and/or a headwall will be required for integrity.

See Appendices: Map 9; Photo 28

*Please state what experience you have that would allow you to complete this work to a high standard and provide a brief method statement on how you would carry out the works. We welcome any suggestions or comments regarding designs, methods, foreseen issues, and any other information that will help to assess your suitability.*

*\*If already detailed in a previous section, simply state which section to refer to below.*

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| Details       |

*Applicable to ‘Relevant experience’ and ‘Quality of Methods’*

***Natural Flood Management***

Please be aware that access varies widely across the woodland and some felling, mostly of younger trees, will be needed for machinery to access most locations. Site visits and/ or discussions with the project manager are advised.

**2b Wood Dam Construction**

The construction of wood dams on site will follow Natural Flood Management (NFM) principles (see guidance in the link below, and photo examples in the appendix).

[**https://www.woodlandtrust.org.uk/publications/2016/08/natural-flood-management-guidance/**](https://www.woodlandtrust.org.uk/publications/2016/08/natural-flood-management-guidance/)

This work will require a flexible approach depending on the nature of the watercourse and location, but the ultimate aim of each dam will be to significantly slow the flow of water, whilst being resilient to high flows often experienced in the winter months. The dams will need to be well secured with the use of living trees and/ or stakes.

* Wood will be sourced on-site. Where possible material will be felled in the immediate vicinity of the dam location to minimize transportation and allow more light into the area. If no large trees are available in the local vicinity e.g. young coppiced areas, transportation from elsewhere on site may be required.
* Existing features in the landscape such as naturally formed woody dams or trees will be used as a basis where available. Gradient, water capacity and the potential flood plain area will all be considered factors in the design of each dam.
* Some excavation into the banks may be required/ beneficial to secure wood in place.
* Faggot bundles are required as part of the wood dams to decrease flow – situated on the upstream side of dams and secured in place. These will be supplied by RSPB on-site, however transport of the bundles to the watercourses may be needed.
* There will be approximately 35 dams constructed, however this may vary depending on timescales, budget and site conditions.

See Appendices: Map 10; Photos 15-20

*Please state what experience you have that would allow you to complete this work to a high standard and provide a brief method statement on how you would carry out the works. We welcome any suggestions or comments regarding designs, methods, foreseen issues, and any other information that will help to assess your suitability.*

*\*If already detailed in a previous section, simply state which section to refer to below.*

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| Details       |

*Applicable to ‘Relevant experience’ and ‘Quality of Methods’*

**Lot 3: KWT South Blean Woods**

***Infrastructure***

**3a Culvert Improvements**

Two culverts need some work to improve their functionality and resilience to high rainfall.

|  |
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| **Culvert Repair 1 – Specification**See in Appendices: **Map 11; Photo 29** |
| Needs a rebuild to be more resilient to high flows as well as improved machinery access to allow more habitat management works on site. The existing pipe needs digging out and removing and the west ditch needs dredging to 0.5m depth, 5m length. Two new Twinwall pipes, 450mm, 10m length with the invert of one set flush with the bed of the channel and the other invert set 10cm above the bed. The crossing point should then be built up by an extra 10cm with locally won material and capped with a layer of geotextile material and a dressing of 15cm of clean stone. Minimum crest of 5m width and 2:1 batter. An extra 1m3 of clean stone will also be needed to top an area of the track 20m from the dam. |
| **Culvert Repair 2 – Specification**See in Appendices: **Map 11; Photo 30** |
| At present the water tends to flow over the culvert rather than through the pipe. 50m of dredging to 0.7m depth is required on the western side to capture and redirect the main flow to the culvert, along with a shallow pool 8m length x 2m width x 0.5m depth for extra water storage and to capture water flowing away from the line of the culvert. The arisings can be used to build the level of the culvert up by approx. 10cm, and the balance to create a bund on the south western side of the track to also help capture and redirect water. A small headwall will be created each side of the culvert to mitigate against erosion using hessian sand bags filled with a dry N32 (C32) concrete (sand/cement) mix over a geotextile membrane and secured in place using 13mm rebar at predominate lengths of 500mm. Each headwall will require approximately 15 bags based on a bag size of 500mm x 250mm 100mm. |

*Please state what experience you have that would allow you to complete this work to a high standard and provide a brief method statement on how you would carry out the works. We welcome any suggestions or comments regarding designs, methods, foreseen issues, and any other information that will help to assess your suitability.*

*\*If already detailed in a previous section, simply state which section to refer to below.*

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| Details       |

*Applicable to ‘Relevant experience’ and ‘Quality of Methods’*

***Natural Flood Management***

Please be aware that access varies widely across the woodland, and some felling, mostly of younger trees, will be needed for machinery to access most locations. Site visits and/ or discussions with the project manager are advised.

**3b.1 Wood Dam Construction**

The construction of wood dams on site will follow Natural Flood Management (NFM) principles (see guidance in the link below, and photo examples in the appendix).

[**https://www.woodlandtrust.org.uk/publications/2016/08/natural-flood-management-guidance/**](https://www.woodlandtrust.org.uk/publications/2016/08/natural-flood-management-guidance/)

This work will require a flexible approach depending on the nature of the watercourse and location, but the ultimate aim of each dam will be to significantly slow the flow of water, whilst being resilient to high flows often experienced in the winter months. The dams will need to be well secured with the use of living trees and/ or stakes.

* Wood will be sourced on-site. Where possible material will be felled in the immediate vicinity of the dam location to minimize transportation and allow more light into the area. If no large trees are available in the local vicinity e.g. young coppiced areas, transportation from elsewhere on site may be required.
* Existing features in the landscape such as naturally formed woody dams or trees will be used as a basis where available. Gradient, water capacity and the potential flood plain area will all be considered factors in the design of each dam.
* Some excavation into the banks may be required/ beneficial to secure wood in place.
* Faggot bundles are required as part of the wood dams to decrease flow – situated on the upstream side of dams and secured in place. These will be supplied by RSPB on-site, however transport of the bundles to the watercourses may be needed.
* There will be approximately 30 dams constructed, however this may vary depending on timescales, budget and site conditions.

See Appendices: Map 11; Photos 15-20

*Please state what experience you have that would allow you to complete this work to a high standard and provide a brief method statement on how you would carry out the works. We welcome any suggestions or comments regarding designs, methods, foreseen issues, and any other information that will help to assess your suitability.*

*\*If already detailed in a previous section, simply state which section to refer to below.*

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| Details       |

*Applicable to ‘Relevant experience’ and ‘Quality of Methods’*

**3b.2 Earth Dam Construction**

Two earth dams will be constructed to supplement wood dams to slow the flow of water, and also help create pools as a source of water for livestock and wildlife. The exact locations will be flexible and based on ease of access and how effective the location could be for the purpose of water storage.

Dams will typically be 1.2 high, 5m long, with a 2m crest width and 3:1 batters. Material will be won locally with the extension/ creation of small pools within the watercourse. Two overflow pipes to be embedded in the dam 200mm from the top – 150mm Twinwall, 6m length.

*Please state what experience you have that would allow you to complete this work to a high standard and provide a brief method statement on how you would carry out the works. We welcome any suggestions or comments regarding designs, methods, foreseen issues, and any other information that will help to assess your suitability.*

*\*If already detailed in a previous section, simply state which section to refer to below.*

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| Details       |

*Applicable to ‘Relevant experience’ and ‘Quality of Methods’*

***Bog Restoration***

Please be aware that access varies widely across the bog restoration site, and ground conditions are damp all year round in the centre of the bog. There is vehicular access from a road to the site but navigating around the bog area is likely to be challenging. Site visits and/ or discussions with the project manager are advised.

**3c Bog Restoration**

The focus of the restoration will be predominantly tree clearance of 2-4ha, with 10-30-year-old birch and alder dominating the site. Trees should be cleared so that regeneration is prevented, preferentially by the roots with machinery if conditions allow. Tree clearance will create a wide channel through the currently wooded areas, with satellite glades extending from the main channel to create a diverse mosaic of bog and wet woodland habitats. Standing deadwood and 5% of living trees will be left in the cleared areas. Using the felled trees, wood dams will be created in strategic locations in the wooded and newly open areas to increase water retention. Excess wood will be piled up on site. See the appendix for photo examples of wood dams.

In the existing open areas of the bog, 5 earth bunds will be reinforced to hold more water and create larger pools by raising the water level. Material will be won from the banksides to simultaneously extend the existing pools. Bund sizes will vary but typically will range between 5-15m long, with a 1.5m crest width.

Rhododendron is a very prevalent invasive plant on site and is present in many of the areas that the project is hoping to open up. We would ask the contractor to dig out any plants by the roots, remove from the wet areas and burn in low-impact locations as directed by KWT staff. We would welcome details of any experience of invasive plant control, including herbicide qualifications, but this is not essential.

See Appendices: Map 12; Photos 31-33

*Please state what experience you have that would allow you to complete this work to a high standard and provide a brief method statement on how you would carry out the works. We welcome any suggestions or comments regarding designs, methods, foreseen issues, and any other information that will help to assess your suitability.*

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| Details       |

*Applicable to ‘Relevant experience’ and ‘Quality of Methods’*

**For all Lots:**

**4.** **Environmental Impact**

RSPB Blean and KWT West Blean and Thornden Woods are designated as SSSI (Site of Special Scientific Interest) and as such carry a very high level of requirement to undertake the work in a sensitive and safe manner with regard to wildlife and the ground on which the work is being undertaken. Whilst not designated, the same high standards should be afforded to South Blean. The contractor will be expected to:

* Consider the use of biodegradable oils in all machinery.
* Ensure that spill kits will be carried on all machines and operators fully trained in its use.
* Keep ground damage to a minimum.
* Be satisfied that all machinery will be able to navigate on uneven, wet, and challenging terrain through various woodland habitats.

*Are you able to meet this specification in full? If so, please give details below. If not please state any differences in service offered.*

|  |
| --- |
| Specification met? Yes[ ]  /Part met [ ]  / No[ ]  (tick as appropriate)Details       |

*Applicable to ‘Relevant experience’ and ‘Quality of Methods’*

**5.** **Communication and Evidence Gathering**

* The contractor will be expected to update the project manager on progress twice a week through telephone, email or other means where a site visit hasn’t been possible.
* The contractor will be expected to assist the project manager in the evidence-gathering process through submitting photos and GPS logs of each structure on a weekly basis.

*Can you confirm you are happy to do this? Please state any previous experience of following similar processes below. Links to references can be used for added value.*

|  |
| --- |
| Specification met? Yes[ ]  /Part met [ ]  / No[ ]  (tick as appropriate)Details       |

*Applicable to ‘Relevant experience’ and ‘Quality of Methods’*

**6.** **Capacity**

If applying for more than one subsection, how many subsections of this contract could you deliver simultaneously? Please include details of what and how many machines you have available for the project, and number of personnel. This will only be used to ensure that a contractor is not awarded a quantity of work beyond their means.

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| Details       |

**7.** **Welfare Facilities**

The site does not contain any mains services nor welfare facilities. Contractors will be responsible for provision of staff welfare facilities during the period of the contract. The exact content and location of any on-site welfare facilities will be subject to agreement with RSPB pre-site start.

*Are you able to meet this specification in full? If so, please give details below. If not please state any differences in service offered.*

|  |
| --- |
| Specification met? Yes[ ]  /Part met [ ]  / No[ ]  (tick as appropriate)Details       |

**8.** **Access and track maintenance**

The contractor will be expected to employ due care when accessing the site and be responsible for undertaking repairs and re-instatement where damage has occurred. It is expected that traffic movements along access tracks will be kept to a minimum to minimise damage to surfaces. Main plant and equipment should be taken onto site and wherever possible remain there for the full period of the contract. Please state how you could minimise any damage below, for example the use of ATV’s to minimise rutting for general transportation around site.

*Are you able to meet this specification in full? If so, please give details below. If not please state any differences in service offered.*

|  |
| --- |
| Specification met? Yes[ ]  /Part met [ ]  / No[ ]  (tick as appropriate)Details       |

**9.** **Skills development**

A consultant experienced in natural flood management techniques may be employed for a short duration of the works to advise and assist with operations on the ground or for general training.

*Would you be happy to liaise with an external consultant for the purposes of sharing knowledge and experience, and be willing to adjust plans and methods in agreement with the project manager?*

*Please state any justifications if the ‘Yes’ box is not ticked.*

|  |
| --- |
| Yes[ ]  /Part met [ ]  / No[ ]  (tick as appropriate)Details       |

**10.** **Availability**

The project is on tight timescales where work will need to commence before any significant winter rainfall. Contractors will need to have the capacity to start in the first half of September and work up until November/ December depending on works awarded, progress, budgets, and site conditions.

*Are you able to meet this specification in full? If so, please give details below. If not please state any differences in service offered.*

|  |
| --- |
| Specification met? Yes[ ]  /Part met [ ]  / No[ ]  (tick as appropriate)Details       |

|  |  |
| --- | --- |
|  | **Document D****Company Information** |
| **1.0** | **General** |
|  |  |
| **1.1** | **Registered Name**     **Trading Name (if different)** |
|  |  |
| **1.2** | **Correspondence Details****Name of person applying on behalf of the company****Address:** **Telephone:****Mobile:****Fax:****Email:** |
|  | **Registered office address (if different from above)** |
|  |  |
| **1.3** | **Company Registration No (if applicable)****VAT registration number (if applicable)****Certificate of Incorporation number** |
|  |  |
|  |  |
| **1.5** | **Date company was founded (if a limited company, date of incorporation)** |
|  |  |
| **1.6** | **Company structure and nature of company**Please outline the nature of the company, whether it is a partnership, sole trader, plc etc.      Is the company proposed as party to the contract part of a larger organisation? If so, please explain the relationship between the various parts of the organisation, up to the ultimate holding company.     Current number of full time equivalent staff currently employed by the company (not larger parent company)      |
|  |  |
| **1.7** | **Accreditation by / Membership of Trade Association(s)****Is your Company registered with any industry accreditation body? YES [ ]  NO[ ]** **If yes, please provide details:****Is your Company on any public sector Framework agreements? YES[ ]  NO[ ]** **If yes, please provide details:****Please state membership of any professional bodies/ other associations below:** |
| **1.8** | **Quality Assurance****Is all / part of your company ISO9001 Quality Assured? YES[ ]  NO [ ]** **Is all / part of your company ISO14001 Quality Assured? YES[ ]  NO [ ]** **If yes please provide copy of certification****Do you have any other Quality Assurance? If Yes, please summarise details below** |

|  |  |
| --- | --- |
| **2.0** | **Financial & Business Probity** |
|  |  |
| **2.1** | **Person responsible for financial matters within your company****Name:****Position:****Telephone:****Fax:****Email:** |
|  |  |
|  |  |
| **2.2** | **Judgements etc.****Are there any judgements, claims or suits pending or outstanding against your company?** **Yes [ ]  No [ ]** If Yes, please provide full details**Has your company ever failed to complete a contract?** **Yes [ ]  No [ ]** If Yes, please provide full details |
| **2.3** | Please answer all of the following questions as they apply to your Company’s circumstances. Please confirm that:1) being a company, no resolution has been passed or Order of the Court made for the company’s winding up otherwise than for the purposes of bona fide reconstruction or amalgamation, nor has a receiver, manager or administrator on behalf of a creditor been appointed in respect of the company’s business or any part thereof, nor is it the subject of any proceedings for any of the above procedures, nor is it the subject of similar procedures under the law of any other state.**Confirmed [ ]  Not confirmed [ ]  Non-applicable** **[ ]** 2) being a partnership, it has not granted a trust deed or become otherwise apparently insolvent, or it is not the subject of a petition presented for sequestration of its estate.**Confirmed [ ]  Not confirmed [ ]  Non-applicable [ ]** 3) being an individual, you are not bankrupt, or have not had a receiving order or administration order made against you, or have not made a composition or arrangement or trust deed with or for the benefit of your creditors, or have not made any conveyance or assignment for the benefit of your creditors, or have not had a petition presented for sequestration of your estate or do not appear to be able to pay or to have no reasonable prospect of being able to pay a debt within the meaning of the Insolvency Act or any similar procedure under the law of any EC member state.**Confirmed [ ]  Not confirmed [ ]  Non-applicable [ ]** 4) no Directors, Partners, Associates or the Company Secretary have been involved in any Company which has been liquidated or gone into receivership.**Confirmed [ ]  Not confirmed [ ]  Non-applicable [ ]** 5) none of the Directors, Partners, Associates or the Company Secretary have been convicted of a criminal offence relating to the conduct of their business or profession.**Confirmed [ ]  Not confirmed [ ]  Non-applicable [ ]** 6) neither the Company nor any of the Directors, Partners, Associates or Company Secretary has committed an act of grave misconduct in the course of their business or profession.**Confirmed [ ]  Not confirmed [ ]  Non-applicable [ ]** 7) all obligations relating to the payment of taxes under the law of any part of the United Kingdom or the EC member state in which the Company is established has been fulfilled**Confirmed [ ]  Not confirmed [ ]  Non-applicable [ ]** 8) all obligations relating to the payment of social security contributions under the law of any part of the United Kingdom or the EC member state in which the Company is established have been fulfilled.**Confirmed [ ]  Not confirmed [ ]  Non-applicable [ ]** If you have ticked **‘Not confirmed’** for any questions above please give details here      |

|  |  |
| --- | --- |
| **2.4** | Please list the names of any Director, Partner, Associate or Company Secretary who have been employed by the RSPB, giving department and dates.Please give details of any Director, Partner, Associate or Company Secretary who have a relative who is employed by the RSPB at a senior level.     Please list the names of any Director, Partner, Associate or Company Secretary who have any involvement in other Companies who provide services to the RSPB     Is any work being undertaken or likely to be undertaken during the next three years by the Company or staff within it which could give rise to a conflict of interest through acting for third parties or otherwise? If yes, please explain the actual or likely circumstances and how such potential conflicts of interest would be handled.      |

|  |  |
| --- | --- |
| **2.5** | **Insurances (please supply a scanned copy of each certificate)** |
|  |  | **Insurer** | **Policy No** | **Value of Cover** | **Expiry Date** |
|  | Employers Liability |       |       |       |       |
|  | Public Liability |       |       |       |       |
|  | Prof. Indemnity |       |       |       |       |
|  | All Risks (if applicable) |       |       |       |       |

|  |  |
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| **2.7** | **Has your company (or any building/project you have undertaken) won any awards, accolades or recognition?****YES [ ]  NO [ ]** If yes please provide full details.      |

|  |  |
| --- | --- |
| **3.0** | **Health & Safety and Environment** |
|  |  |
| **3.1** | Has your company been served with any enforcement or prohibition notices or been prosecuted in the past 5 years for breaches of health & safety legislation?**YES** **[ ]  NO** **[ ]** If yes please provide full details. |
| **3.2** | Has your company been served with any enforcement or prohibition notices or been prosecuted in the past 5 years for breaches of environmental legislation?**YES [ ]  NO [ ]** If yes please provide full details. |
| **3.3** | Has your company been served with any enforcement or prohibition notices or been prosecuted in the past 5 years for breaches of data protection legislation?**YES [ ]  NO [ ]** If yes please provide full details. |
| **3.4** | Have any restrictive clauses in relation to your company’s Employer’s Liability, Public Liability or Professional Indemnity Insurance policies been enforced in the last 5 years due to past Health & Safety performance?YES [ ]  NO [ ]  If yes please provide full details.       |

|  |  |
| --- | --- |
|  | **Document E****Form of Offer** |

**Cost**

Quotes should be inclusive of all general contract costs including (but not limited to) mobilisation, portaloo or welfare unit provision, materials, and supplies.

|  |  |
| --- | --- |
| **Lot 1** | **RSPB Blean Woods** |
| **Ref. Code** | **Description** | **Price unit** | **Quote** |
| 1a.1 | Desilting of 15,695m (inclusive of bund creation) | Total price for all |       |
| Recasting of 2,244m (inclusive of bund creation) | Total price for all |       |
| Creating of 2,532m (inclusive of bund creation) | Total price for all |       |
| Flailing of tracksides | Per metre |       |
| 1a.2 | Culvert Improvements | Total price for all |       |
|  |
| 1b.1 | Wood Dam Construction | Day rate |       |
| 1b.2 | Earth Dam Construction | Per earth dam |       |
|  |
| 1c | Sarre Penn Restoration | Day rate |       |

|  |  |
| --- | --- |
| **Lot 2** | **KWT West Blean & Thornden Woods** |
| **Ref. Code** | **Description** | **Price unit** | **Quote** |
| 2a.1 | Large Earth Bund | Total price for all |       |
| 2a.2 | Boardwalk | Total price for all |       |
| 2a.3 | Culvert Improvement | Total price for all |       |
|  |
| 2b.1 | Wood Dam Construction | Day rate |       |

|  |  |
| --- | --- |
| **Lot 3** | **KWT South Blean Woods** |
| **Ref. Code** | **Description** | **Price unit** | **Quote** |
| 3a.1 | Culvert Improvements | Total price for all |       |
|  |
| 3b.1 | Wood Dam Construction | Day rate |       |
| 3b.2 | Earth Dam Construction | Per earth dam |       |
|  |
| 3c | Bog Restoration | Day rate |       |

**Contingency Rates\***

If applying for any of ‘Wood Dam Construction’, ‘Sarre Penn Restoration’ or ‘Bog Restoration’, please provide a contingency day rate in the instance of ground conditions not being appropriate for vehicles, and what that would include (this only applies if your preferred methods for these tasks include the use of vehicular machinery). For example, you can provide a price for the construction of wood dams using two chainsaw operators and a winch.

\*The contingency day rate will be applied in agreement with RSPB and KWT project staff in the exceptional circumstance that weather and ground conditions result in vehicular machinery no longer being a viable option to complete the work.

Rate:

What is included:

**Discounts**

Please include any additional discounts you can offer if awarded multiple sections/ lots:

*Applicable to ‘Price’*

**Timescales**

Please provide predicted timescales for works applied for using the units set out below.

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref. codes** | **Work** | **Unit** | **Timescale** |
| 1a.1 | Trackside ditching (excluding flailing) | Complete all |       |
| 1a.2 | Culvert Improvements | Complete all |       |
| 1b.2 | Earth dam construction | Per earth dam |       |
| 1c | Sarre Penn Restoration | Complete all |       |
| 2a.1 | Large earth bund | Complete all |       |
| 2a.2 | Boardwalk | Complete all |       |
| 2a.3 | Culvert Improvement | Complete all |       |
| 3a.1 | Culvert Improvements | Complete all |       |
| 1b.1, 2b.1, 3b.1 | Wood dam construction | Per wood dam |       |
| 3b.2 | Earth dam construction | Per earth dam |       |
| 3c | Bog restoration | Complete all |       |

**Proposed Project Team**

Please indicate personnel expected to carry out management and delivery of this contract with the RSPB and their areas of responsibility. Include technical qualifications and details of experience with this type of contract.

*Applicable to ‘Relevant experience’*

**Preferences**

If applying for more than one subsection and you have preferences, please rank these preferences in the table below, and give a brief reasoning in the textbox. This will be taken into consideration only when there are no other deciding factors.

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref. Code** | **Description** | **Site** | **Rank** |
| 1a | Infrastructure | RSPB Blean |  |
| 1b | Natural Flood Management | RSPB Blean |  |
| 1c | Sarre Penn Restoration | RSPB Blean |  |
| 2a | Infrastructure | West Blean & Thornden Woods |  |
| 2b | Natural Flood Management | West Blean & Thornden Woods |  |
| 3a | Infrastructure | South Blean |  |
| 3b | Natural Flood Management | South Blean |  |
| 3c | Bog Restoration | South Blean |  |

**References**

Contractors are requested to provide details of three references from their existing clientele, supplying full name, address, telephone number, fax number, email address, contact name, period of Contract and the estimated annual value of the Contract. In supplying this information, Contractors shall have granted the RSPB permission to seek such information as deemed necessary, in relation to the Contractors performance with their nominated references.

Reference 1

|  |  |
| --- | --- |
| Company Name |       |
| Address |       |
| Telephone No |       | Ext       |
| Email |       |
| Contact |       | Dates of work       |
| Nature of work done |       | Value of contract       |

Reference 2

|  |  |
| --- | --- |
| Company Name |       |
| Address |       |
| Telephone No |       | Ext       |
| Email |       |
| Contact |       | Dates of work       |
| Nature of work done |       | Value of contract       |

Reference 3

|  |  |
| --- | --- |
| Company Name |       |
| Address |       |
| Telephone No |       | Ext       |
| Email |       |
| Contact |       | Dates of Work       |
| Nature of work done |       | Value of contract       |

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|  | **Document F****RSPB Terms and Conditions** |

The basis of the contractual agreement between RSPB and the applicant is detailed in the [‘RSPB Terms and Conditions of Purchase of Goods and Services’](http://www.rspb.org.uk/Images/tcpurchase_tcm9-132467.pdf) – please click on this link to download. In applying for this tender you are explicitly agreeing to be bound by these Terms and Conditions for the duration of the contract. If you require any alterations to these Terms and Conditions please state your issues below. (Attach separate document if needed)

The RSPB expects that all contractors it works with to adhere to certain ethical and environmental standards. Please download the [RSPB Ethical and Environmental Procurement Policy](http://www.rspb.org.uk/Images/RSPB_Ethical_and_Environmental_Procurement_Policy_tcm9-417093.pdf) and tick this box if you agree to be bound by its terms and conditions  **[ ]**

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|  | **Document G** **Certificate of Bona Fide Offer** |

We certify that this offer is made in good faith, and that we have not fixed or adjusted the amount of the offer by or under or in accordance with any agreement of arrangement with any other person. We also certify that we have not, and we undertake that we will not:

1 a) communicate to any person other than the person inviting these offers the amount or approximate amount of the offer or proposed offer, except where the disclosure, in confidence, of the approximate amount of the offer was necessary to obtain insurance quotations required for the preparation of the offer;

b) enter into any agreement with any other person that he shall refrain from making an offer or as to the amount of any offer to be submitted;

2 pay, give or offer or agree to pay or to give any sum of money or other valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any offer or proposed offer for the goods/services any act or thing of the sort described in 1 a) or 1 b) above.

We acknowledge that if we acted or shall act in contravention of this certificate, the RSPB will be entitled to cancel the agreement and to recover from ourselves the amount of any loss and expense resulting from such cancellation.

I state that everything in this tender submission is truthful, that if found to be untruthful the RSPB can terminate any agreement between the RSPB and the company formed on the basis of this tender, and we will pay to the RSPB any loss or expenses the RSPB suffers as a result of such untruthfulness, whether an agreement is entered into or not.

In this certificate, the word “person” includes any persons and any body or association, corporate or unincorporated; “any agreement or arrangement” includes any transaction, formal or informal, and whether legally binding or not.

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| Signed  |       |
| On behalf of |       |
| Date |       |

**Please note: a name added in an electronic document is functionally equivalent to a signature.**