

Invitation to Tender: Development of a Digital Heritage Map as part of the *Uncharted Histories of the Causeway Coast* project

Introduction:

Causeway Coast and Glens Heritage Trust (CCGHT) invites proposals from suitably qualified individuals or organisations to develop a digital heritage map for the Causeway Coast Area of Outstanding Natural Beauty (AONB) as part of the *Uncharted Histories of the Causeway Coast* Project.

The closing date for return proposals is **12 noon on Friday 13th May**.

Causeway Coast and Glens Heritage Trust:

CCGHT is a public/private/voluntary sector partnership set up in 2002. The area covered by CCGHT includes a wide variety of scenic landscapes, important wildlife resources and cultural heritage sites, including three Areas of Outstanding Natural Beauty (AONBs) - Causeway Coast, Binevenagh and Antrim Coast and Glens - and the Giant's Causeway and Causeway Coast World Heritage Site (WHS).

CCGHT aims to '*raise awareness of the special qualities of the natural, built and cultural heritage of the Causeway Coast & Glens area including the Antrim Coast & Glens, Causeway Coast & Binevenagh Areas of Outstanding Natural Beauty; promoting environmental management and sustainable development that aims to conserve and enhance the unique heritage of the area for the benefit of all*'. For further information on CCGHT and our work, please visit www.ccght.org

Project Background:

Uncharted Histories of the Causeway Coast seeks to collect, map and record lesser-known local histories and sites digitally, celebrating the connection between landscape and built/natural/cultural heritage within the Causeway Coast Area of Outstanding Natural Beauty (AONB) / Giant's Causeway and Causeway Coast World Heritage Site (WHS) areas. See appendix 1.

The Project will work with communities, heritage groups and local providers/businesses to increase understanding and engagement with designated landscapes. Project outputs include resources to support existing and new heritage experiences along the Causeway Coast. Outputs will include the development of a Digital heritage map, see appendix 2 for similar examples. This tender is concerned with the development of the digital heritage map.

CCGHT deliver *Uncharted Histories* in partnership with Causeway Coast and Glens Borough Council (CCGBC) Museums Services. Many of the project outputs will be hosted on the [Northern Ireland Community Archive](#), a digital archive developed by CCGBC Museums Service.

Project activities will help to deliver actions within the [Causeway Coast AONB Action Plan 2020-2025](#), and the [Giants Causeway and Causeway Coast WHS Action Plan 2021-2023](#).

The successful applicant will work with CCGHT and partners to develop the *Uncharted Histories* digital heritage map

The Uncharted Histories Digital Heritage Map will show:

- The Causeway Coast Area of Outstanding Natural Beauty (AONB) boundary
- The Giant's Causeway and Causeway Coast World Heritage Site (WHS) boundary
- Heritage information of the local area (text/images/links to Youtube videos, Audio etc)
- Walking routes

- Visitor Information

CCGHT will provide all text, images, audio/video content as necessary to meet map requirements. CCGHT will also provide AONB/WHS and other shapefiles.

Digital heritage map specification:

- A good quality base map showing the terrain.
- Pins which display text/information/images/and/or links to external audio or video
- Pins will be associated with specific locations on the map and will be titled
- Pin information will also be listed beside map
- Pins will be able to be filtered according to a number of themes
- Map must be accessible from a number of websites – either via embedding or linking
- Map hosting must be on a reliable platform
- Map must be maintainable for a number of years – death of technology timeline 5 years
- Logos including CCGHT, CCAONB and three others.

The successful supplier commits to undertake essential maintenance when required, to keep the map functional for 1 year from map launch.

Successful supplier must also provide information on their methodology for developing the map, on project completion– to help facilitate repairs and maintenance after Year 1 (eg. log ins for host platforms, other relevant information for maintenance).

Project timeline

Activity/event	Details	Timescale
Tender closes	Deadline for submissions.	12 noon Friday 13 th May 2022
Project Initiation Meeting	Meeting with CCGHT staff to discuss project details.	w/c 23rd May 2022
Map development	Develop digital heritage map	June to August 2022
Add content to map	CCGHT will provide all text and content for digital heritage map by 31 st August 2022. Final content to be added September 2022.	August/September 2022
First draft of map	First draft of map to be presented to CCGHT. CCGHT will review and provide feedback promptly.	By 30 th September 2022
Testing and final edits to map	Complete updates to map after review and testing by CCGHT and partners	October 2022
Handover of map	Finalised map to be handed over with all background information and training to be complete.	By 31 st October 2022
Maintenance	Complete any essential repairs required to keep the map functional for Year 1	2023

Contract Timescale: May 2022 – October 2022 (plus 1 year essential maintenance – 2023).

Deadline for Return of Tender: 12 noon, Friday 13th May 2022.

What is required in the submission

Submissions must contain evidence of the seven criteria outlined below. Failure to include any of these will invalidate your submission.

Your submission should be no longer than 5 A4 pages, excluding portfolio of relevant work.



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A clear methodology- the proposer will present a clear process, outlining a timeline of activities and methods used and clear information on the technology's capability.
Evidence of skills of the applicant(s)- including a brief portfolio of relevant work
A breakdown of key personnel - including the activities they will be responsible for and contact details for the project lead
Confirmation of ability to complete the project within budget
Confirmation of availability to complete the work within the agreed timescale
Two referees who have knowledge of your work and who can be contacted for references
Breakdown of costs, including all expenses & VAT

How submissions will be scored

Submissions will be scored according to the following criteria under *Evidence of the skills of applicant/s*, *Understanding of project requirements* and *Total costs*.

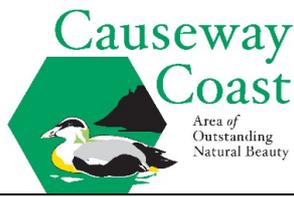
		Score	Weighting	Max points
Evidence of the skills of the applicant/s	Present clear evidence of the skills required to deliver this project successfully and to a sufficient standard and quality (including examples and referees)	0-5	6	30
Understanding of project requirements	Present a clear and realistic project methodology demonstrating approach to achieving project targets and delivering outputs	0-5	6	30
	Present/commit to realistic timescales for delivery to meet project deadlines	0-5	3	15
Total costs	Detailed costing, clearly broken down and including all proposed expenses (such as VAT and travel/mileage)	Under this criterion, the lowest acceptable tender price is awarded the maximum of 25 points. The second lowest will be awarded 20 points, third lowest will be awarded 15 points and so on.		25
			Max score	100

The following table details how assessors will evaluate and score each criterion except costings:

Score	Description
0	The response does not address the criterion
1	The evaluator is not confident that the Bidder: <ul style="list-style-type: none"> Understands the requirements covered by this criterion; and / or Will be able to satisfactorily meet the criterion requirement(s)
2	The evaluator has reservations about whether the Bidder: <ul style="list-style-type: none"> Understands the requirements covered by this criterion; and / or Will be able to satisfactorily complete the contract requirements covered by this criterion.
3	The evaluator is reasonably confident that the Bidder: <ul style="list-style-type: none"> Understands the requirements covered by this criterion; and



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	<ul style="list-style-type: none"> Will be able to satisfactorily complete the contract requirements covered by this criterion to a reasonable standard
4	<p>The evaluator is confident that the Bidder:</p> <ul style="list-style-type: none"> Understands the requirements covered by this criterion; and Will be able to satisfactorily complete the contract requirements covered by this criterion to a high standard
5	<p>The response exceeds the expectations of the evaluator or is deemed to offer added value to the project</p>

Budget

The expected budget for this project is **£4,000**. CCGHT are committed to providing relevant information, documentation and support delivery where specified and to meet project timescales. CCGHT may provide a 25% contract initiation payment, with 75% final payment made on the satisfactory completion of the project. This can be discussed at the Project Initiation Meeting.

Award of Contract

The contract will be awarded to the most advantageous submission based on an assessment of price, quality, demonstrated technical ability and stated ability to satisfactorily meet the requirements of the project. CCGHT does not bind itself to accept the lowest price. CCGHT will not compensate the proposer for cost of the tender document. It is expected that tender respondents will be informed of the outcome by Friday 20th May 2022.

Official Amendments

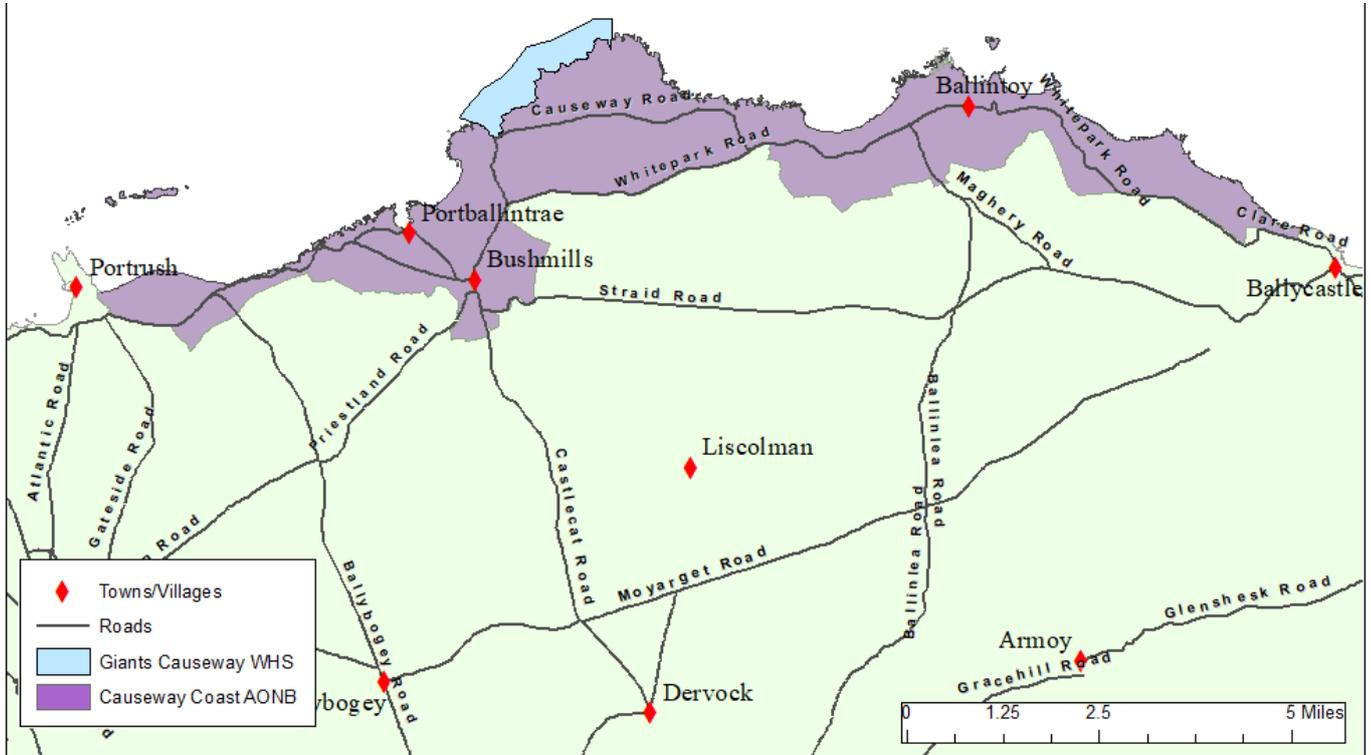
Should CCGHT need to amend the tender documentation or process all bidders in receipt of documents will be notified simultaneously. If deemed appropriate the deadline for receipt of tenders will be extended.

Submission

Send submissions as an attachment in an email to rachael@ccght.org and title your email *Uncharted Histories Project Digital Map Tender*. Submissions will be opened after the deadline has passed. Applicants are responsible for ensuring emails have been received before the deadline. Proposals must comply with the requirements set out in the tender specification. Proposals which fail to address these requirements will be ineligible and will not be considered. For clarification please contact Rachael at rachael@ccght.org or 07957975410.

The closing date for return of tender proposals is **Friday 13th May at 12 noon via email**.

APPENDIX 1: Map of Causeway Coast AONB / Giant's Causeway World Heritage Site



APPENDIX 2: Examples of heritage map projects

[Culcagh to Creenish Project](#), Fermanagh and Omagh District Council

[Living Legacies 1914-18 Digital Archive](#) , Queens University Belfast

[Digital Atlas of Derry – Londonderry](#), Royal Irish Academy, Derry City Council and Queens University Belfast