



Invitation to Tender: To undertake Peatland Restoration Works at Altikeeragh Bog ASSI in Binevenagh, Co. Derry/Londonderry.

1. Introduction

The Binevenagh and Coastal Lowlands Landscape Partnership Scheme (BCLLPS) invites bids from appropriately qualified individuals or organisations to undertake a programme of peatland restoration works at Altikeeragh Bog National Nature Reserve (NNR) in the Binevenagh and Coastal Lowlands area, County Derry~Londonderry, Northern Ireland. Further details of the required outputs are included within this invitation to tender.

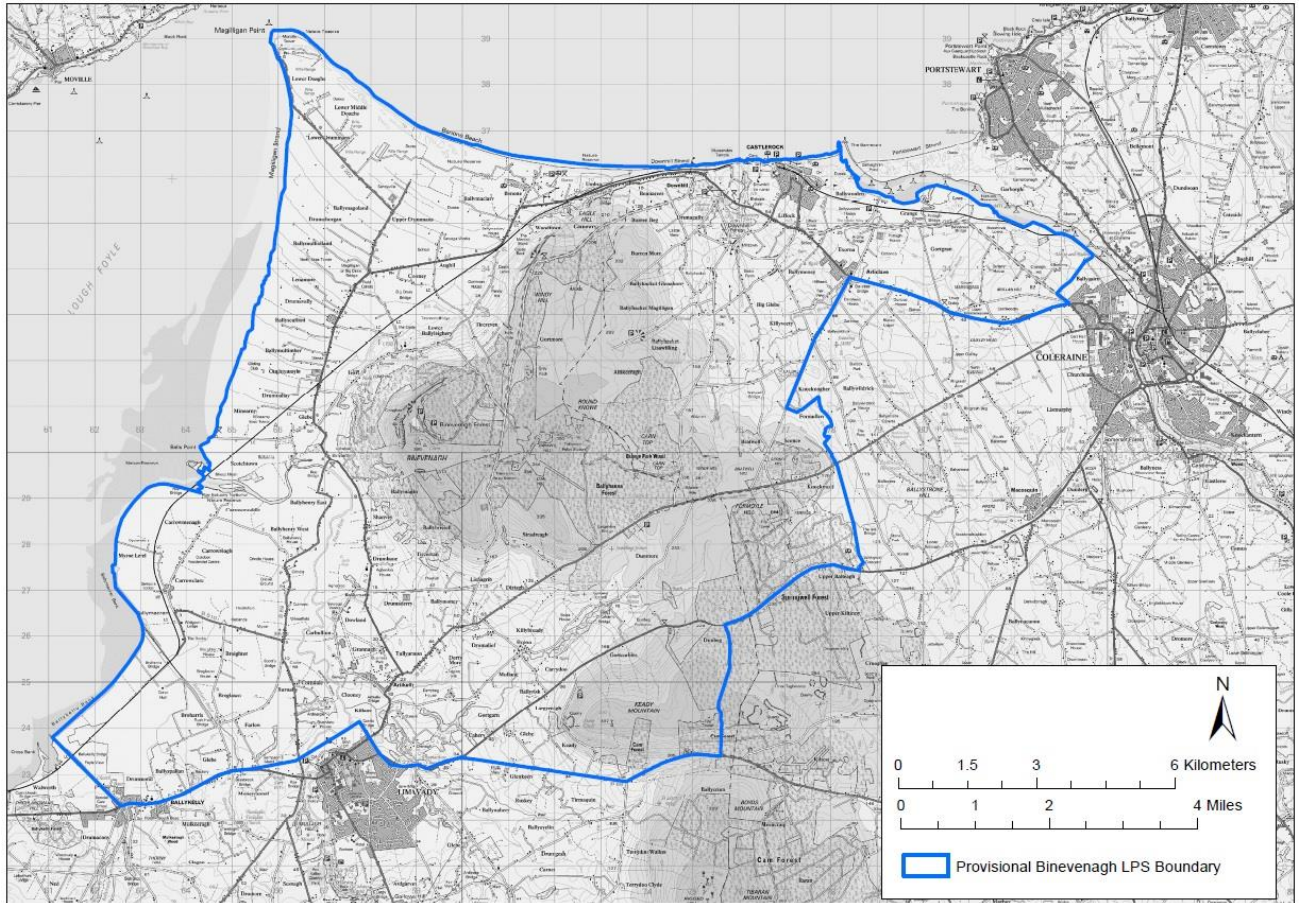
The closing date and time for the return of proposals is **Friday 4th August 2023 at 12 noon.**

2. Background of the Binevenagh LPS project

The BCLLPS is an exciting five-year National Lottery Heritage Fund supported Landscape Partnership Scheme based in County Derry/Londonderry, Northern Ireland, which aims to:

1. Improve management and resilience of the special landscape, habitats and species of the area.
2. Highlight and promote the vital role the landscape has played and continues to play in defence heritage on a global and national stage from the Napoleonic Period, through WWI, WWII, the Cold War to the present day.
3. Establish the area as a top destination in the UK and Ireland to participate in inclusive and sustainable land, sea and air based outdoor activities which complement and add value to the area's unique heritage assets and local community.
4. Inspire social, economic and environmental regeneration by providing inclusive access to, education and training in, and interpretation of the area's tangible and intangible natural, built and cultural heritage.

Binevenagh LPS Project Area



This project is supported by the National Lottery Heritage Fund & NIEA Environment Fund Water Quality Improvement Strand

3. Project Proposal & Suggested Methodology

The proposed works will be undertaken at Altikeeragh Bog NNR ASSI in Co. Londonderry. The ESRI aerial image below shows the location map for Altikeeragh Blanket Bog ASSI, Northern Ireland.



The site where the works will be undertaken is owned and managed by NIEA as a National Nature Reserve and has been designated as an ASSI. Private landowners own the land surround the NNR boundary.

3.1 Description of Works

This tender invites quotations from competent and experienced Contractors to undertake a programme of peatland restoration works including the creation of peat dams.

From September 2021 to March 2023 Queens University Belfast Hydrologist Ray Flynn has carried out hydrological surveying of the site and a subsequent proposed 'plan of works' has been produced. All prospective Contractors should familiarise themselves with the reports which are attached to the Tender email invitation.



The appointed contractor will undertake an initial survey (walkover) with LPS staff to compliment the report developed by Hydrologist Ray Flynn.

4. Specification

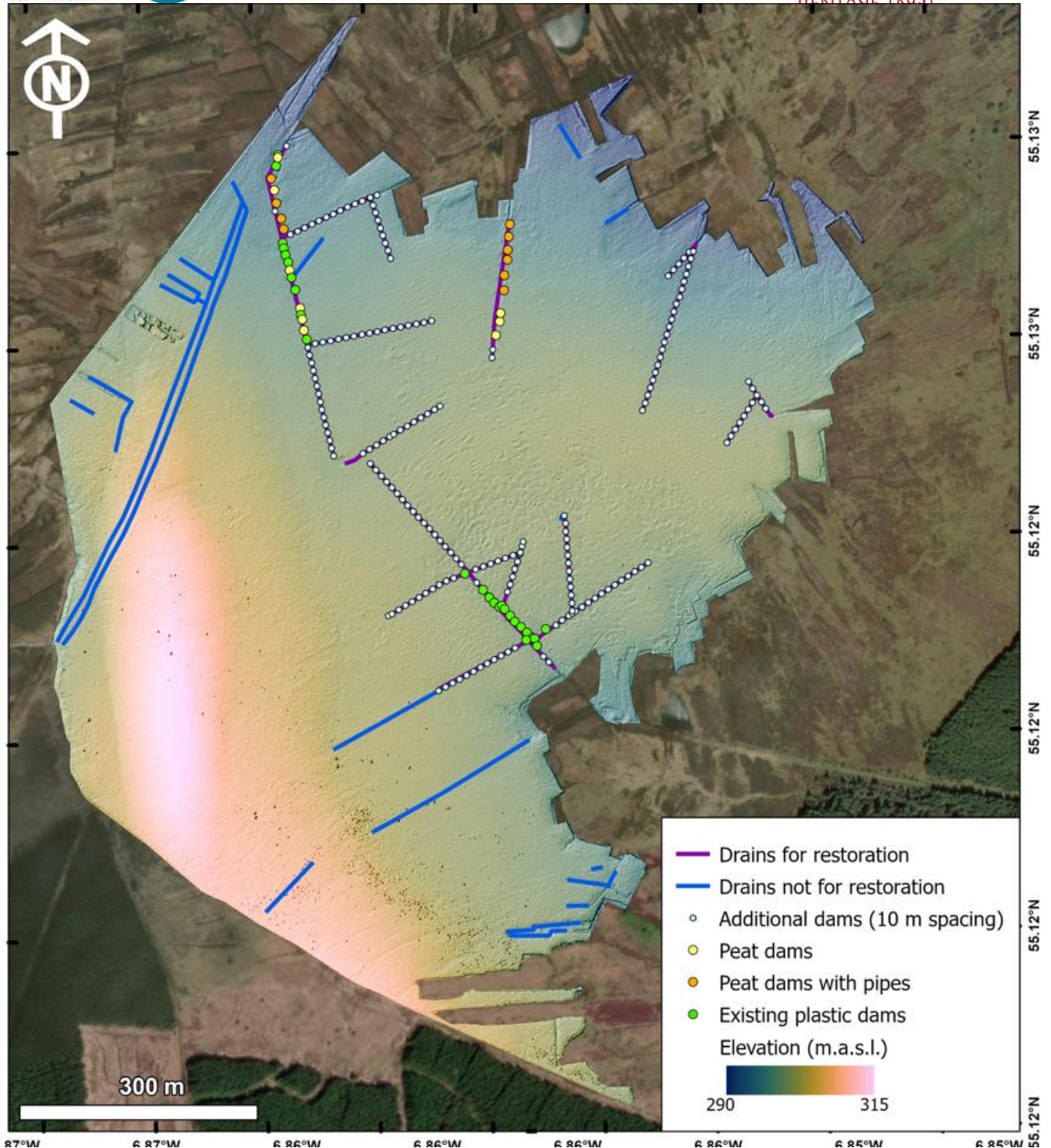
4.1 Specification of dams

- There are a total of 201 peat dams to be created at this site with 10m spacing. See map below that illustrates the location of the dams to be created. GPS co-ordinates for these peat dams will be provided to the successful contractor.

The targeted areas for peatland restoration works have been displayed in the map below. This map has been provided only as a guideline.

- Remedial works will also be required to approximately 50 additional existing dams. The locations (and GPS coordinates) of all dams are available for the site. The existing dams, where pipes pass through their centre, should have their vegetation temporarily removed before pipes are permanently removed. The gap generated in the dam should be infilled with decomposed dense peat and compacted to ensure a watertight seal.
- Where interlocking plastic sheet piles have been used, piles should be driven to at least 50cm into the bed of the drain with those parts sticking up, being no higher than 0.5m above the banks of the drain. Plastic dams should then be enclosed in peat.

A site visit is recommended to ensure appropriate pricing of works.



The location of each dam will be marked with a coloured flag on site. Access to a mobile mapping service will be provided to the successful contractor so that they can view the locations of the dams in the field.

Because of the very fragile nature of these bogs, **machinery access is limited to low ground pressure and/or low impact tracked machinery**, e.g., Argocat type vehicle or digger dumper with wide or oversized tracks. The recommended ground pressure should be < 1.6lb per square inch and may require the use of ground mats.



4.2 Installation

Installation of peat dams should follow best practice guidance outlined in the Raised Bog Restoration Guidance Note (Mackin et al 2017).

https://www.npws.ie/sites/default/files/publications/pdf/IWM99_RB_Restoration_Best%20Practice%20Guidance.pdf

If works completed are deemed by the Binevenagh LPS or NIEA to not meet the agreed standard, the contractor will bear all costs (including remobilisation) associated with making good/repairing/upgrading/reconstructing dams to the agreed standard. Binevenagh LPS, NIEA and the contractor will agree a post-works inspection schedule and time period within which this clause is invoked.

Guidance for Peatland Restoration Contractors, Altikeeragh Blanket Bog ASSI

The central area of Altikeeragh Blanket Bog ASSI has been impacted by drainage works which have disturbed the site's ecohydrology. Blocking these drains provides a means of raising water tables to allow peat accumulating vegetation communities to expand. For forthcoming restoration activity, the following points are of particular relevance for restoration practitioners.

1. The relatively flat conditions across the central part of the bog prove particularly suited to drain damming as a dam, appropriately installed, will cause water to back up and potentially rewet a large area.
2. The very soft nature of the central part of the bog will require the use of low ground pressure vehicles for restoration works.
3. Accessing the site with these vehicles is anticipated to require the removal (and subsequent replacement) of current fencing/gateways that currently control site access.
4. In areas where dams are presently absent, they should be installed, ideally at 10m lateral spacings using decomposed and compacted peat, installed with Naturescot guidance (see main Altikeeragh report for web address).
5. Approximately 200 dams need to be installed if 10m spacings is used.
6. This figure excludes approximately 50 additional sites where dams already exist but will require remedial works. The locations (and GPS coordinates) of all dams are available for the site.
7. Prior to dam installation, vegetation should be removed from the area where the peat dam is to be installed to ensure peat damming material comes into contact with fresh peat.
8. Probing on the northern half of the site has demonstrated the uncut (high) bog to be underlain by at least 2m of peat (and up to 5 m thick in places). This becomes more decomposed at depth but softer toward the centre of the bog.
9. Use of peat for damming should ideally be derived from immediately available material, obtained from nearby borrow pits, with the uppermost vegetated layer and (separately) the top 1m of (more permeable) peat set aside for returning to the borrow pit after deeper peat has been excavated for use as damming materials. The suitability of deeper peat will be determined



by the contractor, by considering factors such as decomposition (the more decomposed the better) and bulk density (the denser the better).

10. Where peat proves unsuitably soft, alternative sources, closer to the bog margins may need to be excavated and employed as damming material. This will entail additional transport.
11. Where excavations take place away from the damming location, excavated pits should not connect to existing drains or routes that facilitate rapid water loss, e.g. gullies.
12. A network of dams has previously been installed in the drains in the uncut part of the bog. However, many of these do not function efficiently, partially due to ineffective design, but also due to an absence of post restoration maintenance.
13. Those existing dams, where pipes pass through their centre, should have their vegetation temporarily removed before pipes are permanently removed. The gap generated in the dam should be infilled with decomposed dense peat and compacted to ensure a watertight seal.
14. Where interlocking plastic sheet piles have been used, piles should be driven to at least 50cm into the bed of the drain with those parts sticking up, being no higher than 0.5m above the banks of the drain. Plastic dams should then be enclosed in peat.
15. Peat dams should rise to at least 50cm above the height of adjacent drain banks and should extend to at least 1m beyond the banks of drains, sloping down to ground surface.
16. Any works should avoid damaging water level monitoring infrastructure currently on site (and visible as 1m high blue plastic tubing).
17. Works should ideally be completed in late summer when ground is typically drier and disturbance to wildlife is lower.
18. Upon completion of works a contingency should be included in estimated costings for remedial works, to be carried out within one year of the completion of works. This would ideally be during drier weather and agreed with the site manager.

4.3 Access

Contractors will be responsible for acquiring permissions from landowners with assistance from the BCLLPS team should it be necessary to traverse on private land.

Binevenagh & Coastal Lowlands LPS staff will be responsible for the arrangement of any consents and licensing with the Department for Agriculture, Environment & Rural Affairs to undertake the works in designated sites. But it will be the Contractors responsibility to ensure all conditions of consent and rules and regulations are followed throughout the restoration works.

Access to the site is a narrow lane at the end of Ballyhackett Ln just past Ballyhackett View Point. Entrance into the National Nature Reserve is via 2 locked gates which the successful contractor will have access to. As existing gates may not permit access for the machinery required for the works. It may be necessary to seek access onto neighbouring private land which will be the responsibility of the Contractor with assistance from Binevenagh LPS staff. All associated reinstatement costs will be covered by the Contractor.

It is advised that all prospective contractors carry out a site visit to establish access to the site so they can quote accurately for the works.

When potential contractors wish to view the site, it is accessible from a public road. Please contact Binevenagh LPS and directions will be provided.



Access into the sites and transport of materials will only be allowed using low ground pressure vehicles including tracked diggers/dumpers, argocats or similar. This is to ensure minimum disturbance to the sensitive habitats and reduce the likelihood of machinery getting stuck in the soft ground.

The successful contractor may be required to place ground/bog mats to facilitate access and limit damage to bogland habitat.

The contractor shall at all times heed the instruction of the client's representatives, in relation to machinery access and movement on site. From time to time the client may instruct the suspension of operations on grounds of ecological, hydrological, health & safety, quality control or stakeholder concerns or due to inclement weather. No recuperation measures will exist for time delays associated with such stoppages.

Mapping

The successful contractor will be provided access to mapping programme (an app) that allows them to view their location and the location of the dams along each drain. They must have access to an IOS or Android smart phone in order to do this. This is not a requirement but will make navigation around the site easier.

4.4 Machinery

See requirements for particular machinery to be used in section 4.3 Access above.

Should a machine become sunken, buried or engulfed within the site the contractor shall immediately notify the client who will instruct the contractor as to the appropriate steps to be taken in the short term. The contractor should note that removal of any sunken machine will be wholly at the contractors cost and responsibility for removal of the machine will lie solely with the contractor.

Final decision will rest with Binevenagh LPS as to whether the machine will be wholly or partially recovered. Contractors should note that the decision may be made to leave the machine in situ, entirely at the contractor's loss. In such an instance the contractor shall retain sole responsibility for the removal of all fluids from the machine at the contractor's cost.

4.5 Archaeological deposits

Archaeological deposits are known to occur in raised bogs and contractors must be vigilant at all times when operating machinery. If an object suspected of being of archaeological importance arises the contractor must immediately contact Binevenagh LPS who will inform staff at the Department of Environment and Rural Affairs. The contractor must heed the instruction of Binevenagh LPS and NIEA in relation to the recommencement of works.



5. Health and safety

The following outlines the health and safety requirements that the successful contractor will adhere to during the course of the works. The successful Contractor will be responsible for the Health and Safety of their employees or sub-contractors whilst on site. Liaison will take place between Binevenagh LPS staff and the Contractor to pass on any pertinent site information. Binevenagh LPS staff will be carrying out regular checks to ensure health and safety requirements are being adhered to.

- All Contractor(s) will accept full responsibility for complying with the provisions of the Health and Safety at Work (Northern Ireland) Order 1978 and the Management of Health and Safety at Work Regulations (Northern Ireland) 2000 and subsequent amendments plus any additional relevant Health and Safety Authority regulations and guidance.
- A safety statement and site-specific risk assessment must be forwarded to and agreed by both Binevenagh LPS and the Contractor before works commence.
- All staff operating machinery or tools that legally require approved professional training and certification must be able to provide documentary proof that they are trained to the required standard, or were permitted by guidelines/legislation they are operating it under the supervision of a licensee.
- Binevenagh LPS expects a 'No Boots, No Job' policy on site, with all contractors to provide their staff approved personal protective equipment and to ensure that this equipment is correctly used. The primary contractor will carry responsibility for the Health and Safety of any sub-contractors operating on site.
- When the Contractor is carrying out the work, signage and temporary fencing may be required. The display of any warning signs does not diminish the responsibility of the Contractor to ensure that no danger is caused to members of the public, Binevenagh LPS staff and other Contractors.
- Works will not be undertaken 48 hours before or after an orange or red weather warning.
- The successful contractor will provide Binevenagh LPS with a site specific risk assessment and a safe system of work (SSoW) document before works commence which will be signed off by Binevenagh LPS staff.

The contractor will ensure that all staff hold current cards for the machines used and are fully equipped with suitable PPE at all times on site. Binevenagh LPS staff, will visit the site to check these requirements are being met.

The contractor will take full responsibility for fuel safety and security on site. Any losses through theft will be borne solely by the contractor. All fuels, oils and lubricants will be



retained in bunds with capacity of 110% of the fuel containers. At all times sufficient material to deal with fuel spillages will be retained to hand including booms, sand spill kits and hose clamps. This equipment will be stored on or beside any machinery during all operations. Should a fuel spillage occur, the contractor will immediately inform the client and appropriate authorities as necessary in line with environmental legislation. Please refer to Table 1 below for a full list of conditions which must be observed.

The contractor should be aware of all the relevant legislation regarding peatland restoration works namely CDP Regulations associated with construction works which applies to peatland restoration works.

5. Timeframe and seasonal constraints

In order to avoid the peak nesting bird season works must take place between 01/09/23 and 31/12/23. All works must be completed to a satisfactory standard, and invoiced by the **31st December 2023**.

5.1 Other conditions

In line with the consents for these works granted by the Department of Agriculture, Environment and Rural Affairs (DAERA) there are conditions attached to these works. These are listed in Table 1 below and economic operators should pay particular attention to them when preparing their submissions to this tender.

Table 1

CONDITIONS	Reason
<p>TIMINGS</p> <p>Under Article 4 of the Wildlife (NI) Order 1985 (as amended) it is an offence to intentionally or recklessly:</p> <ul style="list-style-type: none"> • Kill, injure or take any wild bird; or • Take, damage or destroy the nest of any wild bird while that nest is in use or being built: or • At any other time take damage or destroy the nest of any wild bird included in Schedule A1; or • Obstruct or prevent any wild bird from using its nest; or • Take or destroy an egg of any wild bird; or 	<p>To ensure compliance with the Wildlife Order (NI) 1985 through avoiding disturbance of nesting birds.</p>

<ul style="list-style-type: none"> • Disturb any wild bird while it is building a nest or is in, on or near a nest containing eggs or young; or • Disturb dependent young of such a bird. <p>Any person who knowingly causes or permits to be done an act which is made unlawful by any of these provisions shall also be guilty of an offence.</p> <p>It is therefore advised that any tree, hedge loss or vegetation clearance should not be carried out during the bird breeding season including 1st March to 31st August unless pre-clearance surveys show an absence of breeding birds.</p>	
<p>Low pressure tyres/tracks (Low pressure tyres/ tracks must be used on vehicles/equipment traversing the sites to minimise the risk of any damage occurring to ground and/or pathways</p>	<p>To prevent damaging effects to the features of the ASSI</p>
<p>Machinery should use biodegradable oil and all fuelling should take place at least 10m outside the designated area</p>	<p>To prevent pollution to the features of the ASSI</p>
<p>Fuels, lubricants and chemicals must be transported and stored in appropriate containers. A spill containment kit must be kept onsite during the works with refuelling at locations agreed with NIEA site management.</p>	<p>To prevent damaging effects to the features of the ASSI</p>
<p>Work is limited to the areas indicated in the maps supplied by the applicant.</p>	<p>To protect the features of the designated site.</p>

<p>All materials and equipment required for the works in addition to any waste material as a result of the works shall not be stored within the ASSI prior to works commencing and shall be removed from the ASSI on completion of the works.</p>	<p>To protect the features of the designated site.</p>
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It is an offence under Part II, Article 7 of ‘The Water (Northern Ireland) Order (1999)’ to knowingly or otherwise discharge or deposit any poisonous, noxious or polluting matter so that it enters a waterway or water contained in any underground strata. The penalty if found guilty of such an offence under this Article is imprisonment for a term not exceeding 2 years, a fine or both.

6. Selection and Award Criteria

This section outlines the award and selection criteria, and weightings, that will be used for assessment of the creation of peat dams for drain blocking at Altikeeragh National Nature Reserve, Co Londonderry tender.

Selection Criteria will be assessed on a pass/fail basis. One question in the Selection Criteria requires a minimum pass mark of 60% to proceed to the Award Stage. Only tenders that pass all sections of the Selection Criteria will proceed to the Award Stage. References to an A4 page are to one side of an A4 page (i.e. a double-sided page counts as 2 A4 pages).

Award Criteria will be assessed on Cost.

The successful applicant will be a qualified and sufficiently experienced environmental contractor who has the required training, licensing and experience in the creation of peat dams for peatland restoration works.

The contractor must provide a suitable methodology demonstrating best practice for successful peat dam creation.

6.1 Selection Criteria

The Selection Stage of the evaluation process will involve a pass/fail result and only those applications passing the Selection Stage will progress to the Award Stage. Tenderers must complete all sections of this form. The selection criteria are as follows:

Table 2

Selection Criteria	Scoring
<p>1. Completed Tenderer Basic Details Form and Selection Stage Criteria Form (Appendix 1) to include:</p> <ul style="list-style-type: none"> Name of tenderers, along with contact details (business address, email address and telephone number) 	<p>Pass/Fail</p>

<p>2. Basic Selection Stage Criteria Form (Appendix 2):</p> <ul style="list-style-type: none"> ● Declaration of any conflicts of interest ● A copy of the following policies, documents and training certificates: <ul style="list-style-type: none"> ○ A Health and Safety policy ○ An Equality and Diversity policy (only applicable if business has greater than 10 employees) ○ Public Liability insurance (minimum of £10m) ○ Employer’s Liability Insurances (minimum of £10m) ○ Confirm you will provide a safety statement and site-specific risk assessment (see section 5 of the Tender Specification) <p>Note: Copies of above policies, insurances and safety/risk assessment documents must be provided on successful award of this contract. Failure to provide the following policies and insurances may result in withdrawal of letter of intent.</p> <p>Note: In the event that your organisation does not have the adequate insurance cover or policies in place at the time of application, please confirm in writing that you are willing to put in place the required cover or policies if your submission is successful.</p>	<p>Pass/Fail</p>
<p>3. Tenderers Statement (Appendix 3):</p> <ul style="list-style-type: none"> ● Confirmation that the tenderer understands and accepts the contractual conditions. 	<p>Pass/Fail</p>
<p>4. Two examples of similar projects carried out by the tenderer in the previous 5 years. Each example is required to meet a minimum pass mark of 60%. Using the template provide in Appendix 4, these examples should be used as the primary way of demonstrating a track record of achievement in delivering similar works in similar sensitive habitats.</p> <p>At least one of the two examples should be in a designated site (ASSI, Nature Reserve, SAC or equivalent).</p> <p>Each example should be max 1 A4 page (1 A4 page is one side of A4).</p> <p>Each example should:</p> <ul style="list-style-type: none"> ● Detail project including; title, client, contract value and date 	<p>Pass/Fail</p>

<p>of completion;</p> <ul style="list-style-type: none"> • Provide a summary of project methodology, deliverables and outputs. Summary should illustrate that the methodology used was appropriate given the sensitivity of the habitat; • Provide a contact for reference. <p>See scoring matrix in table 3.</p>	
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Table 3 - Scoring matrix for examples of similar projects

Scoring matrix – similar projects criterion		
Assessment	Score	Interpretation
Excellent	100%	Highly applicable project with similar objectives, methodology and outputs, in a similar sensitive habitat. Project example illustrate that the methodology used was appropriate given the sensitivity of the habitat. Similar project example demonstrated an excellent approach to successful project delivery
Very Good	80%	Broadly applicable project with similar objectives, methodology and outputs, in a similar sensitive habitat. Project example illustrates that the methodology used was appropriate given the sensitivity of the habitat. Similar project example demonstrated a very good approach to successful project delivery
Good	60%	Reasonably applicable project with similar objectives, methodology and outputs, in a similar sensitive habitat. Project example illustrates that the methodology used was appropriate given the sensitivity of the habitat. Similar project example demonstrated a good approach to successful project delivery
Limited	40%	Limited applicability of project with similar objectives, methodology and outputs, in a dissimilar habitat. Project example does not adequately illustrate that the methodology used was appropriate given the sensitivity of the habitat. Similar project example demonstrated an inadequate approach to successful project delivery
Poor	20%	Poor applicability of project with similar objectives,

		methodology and outputs, in a dissimilar habitat. Project example does not illustrate that the methodology used was appropriate given the sensitivity of the habitat. Similar project example demonstrated a poor approach to successful project delivery
Unacceptable	0%	No project example or unacceptable information provided

6.2 Award Criteria

The Award Stage will evaluate only submissions which have passed each element of the Selection Stage.

Table 4

Award Criteria	Scoring
<p style="text-align: center;">Costing (Appendix 5)</p> <p>Using the table in appendix 5 provide a full breakdown of costs for completing the contract. Tenders must provide a price exclusive of VAT to be used for evaluating tenders. Assessment of tenders is exclusive of VAT.</p> <p>The maximum mark will be award to the tenderer submitting the lowest acceptable price. Other tenderers will then be awarded a pro rata percentage using the following formula:</p> <p style="text-align: center;"><u>Available marks [100%] x lowest acceptable price</u> Bidder's price</p>	<p>Maximum score of 100%.</p>

Note: The contract shall be a **fixed price contract** and no variations on the costings submitted will be accepted. A site visit opportunity has been provided to tenderers to assist with pricing.

The tenderer which receives the highest overall score out of 100% will be awarded the contract.

The contract will be awarded to the most economically advantageous tender based on an assessment of price, quality, delivery and ability to satisfactorily meet the requirements of the contract.

BCL LPS does not bind itself to accept the tender with the lowest stated price or any tender submitted for this project. BCL LPS will not compensate the proposer for costs associated with the production of the tender document.



It is expected that tender respondents will be informed of the outcome of the tender process by the 8th August 2023.

***Suppliers should note for the purposes of evaluation across different currencies, the exchange rate on the submission deadline for this tender will be used, taken from this INFOEURO website: <http://ec.europa.eu/budget/graphs/infoeuro.html>**

7. Technical Instructions

7.1 General Instructions

Tenderers are invited to submit a tender for the creation of peat dams for drain blocking at Altikeeragh National Nature Reserve ASSI in Northern Ireland.

The procurement timetable for the tender process is outlined below:

Table 5

Date	Phase	Action/Note
03/07/2023	Invitation to tender issued	
18/07/2023	Contractor site visits	Contractors welcome to visit site to facilitate accurate pricing of works. Contact Laura on 07547116077 or laura@ccght.org
26/07/2023	Clarifications deadline	
04/08/2023	Deadline for submission of proposals	Submissions must be received by 12 noon on Friday 4 th August 2023. Late submissions will not be considered.
07/08/2023 to 08/08/2023	Scoring of submissions and notification of award decision	Submissions will be scored, and the successful applicant will be notified
As soon as possible after tender assessment and award	Contract commencement and Project Initiation Meeting	The successful applicant will meet with the Binevenagh and Coastal Lowlands Staff to agree a work programme.
TBC	Site survey/walkover	The successful applicant will meet with the Binevenagh and Coastal Lowlands Staff to carry out a walk over of the site and locations of peat dams
31/12/2023	Project Completion	

***Submission deadlines are strict and cannot be changed.**



Note: Binevenagh LPS reserves the right to change the above timetable if necessary and tenderers will be notified accordingly.

***Binevenagh LPS reserves the right to withdraw the tender invitation at any time.**

Timing

Following the award of the contract, the successful tenderer and Binevenagh LPS will agree a contract delivery timeline for the works outlined in the contract specification. A project initiation meeting must take place within 3 weeks of contract award.

Payment

Please note, the quotation provided in Appendix 5 must be **including VAT** for the purposes of assessment. **Please provide details of the currency in which your costs have been submitted.**

Payment will be processed upon successful completion of works outlined in the tender specification, to the standards and conditions outlined in this tender document.

The amounts paid for delivery of these works will be as outlined by the tenderer in Appendix 5 of the submission documents.

***Suppliers should note for the purposes of evaluation across different currencies, the exchange rate on the submission deadline for this tender will be used, taken from this INFOEURO website: <http://ec.europa.eu/budget/graphs/infoeuro.html>**

7.2 Technical Instructions

This section provides instructions on how to submit tenders.

- **Emailed proposals should be submitted in an attachment with Binevenagh & Coastal Lowlands Altikeeragh Peatland Restoration Works** as the subject heading. This attachment will not be opened until after the closing date and time. **Applicants are responsible** for ensuring emailed proposals have been received before the closing deadline (size limit of email 10MB).
- Posted proposals should be sent in an envelope clearly marked with the following:

FAO Laura McAuley Binevenagh & Coastal Lowlands Altikeeragh Peatland Restoration Works
Magilligan Field Centre
375 Sea Coast Road
Bellarena
Limavady
BT49 OLF



Proposals must comply with the requirements set out in invitation to tender document. **Proposals which fail to address these requirements will be ineligible and will not be considered.** The closing date for return of tender proposals is **Friday 4th August 2023 at 12 noon.**

* If for any reason it is not possible to award a contract to the successful supplier, then Binevenagh LPS reserves the right, as appropriate, to award the Contract to the next highest scoring supplier on the basis of the terms advertised. This shall be without prejudice to the right of Binevenagh LPS to cancel this competitive process and/or initiate a new contract award procedure at its sole discretion.

- If the tenderer to whom the letter of intent is addressed does not submit the documents as outlined in the Selection Criteria within the time allowed, Binevenagh LPS may take such steps as it considers appropriate, including (but not limited to):
- proceeding to initiate award to the tenderer who received the next highest score at award stage; or
- allowing the tenderer to whom the letter of intent was addressed additional time to provide the documents; or
- proceeding to enter into the Contract with the Supplier to whom the letter of intent was addressed (even though the documents have not yet been provided).
- It is the responsibility of the tenderer to declare any potential conflict of interest in a timely manner to Binevenagh LPS contact.

A supplier's statement, attached in **Appendix 3**, must be signed and returned with the tender submitted. Electronic signatures are permitted.



Confidentiality

All information contained within this tender document is confidential. It has been provided only to give suppliers an adequate understanding of this National Lottery Heritage Fund project and Binevenagh LPS requirements. Under no circumstances should this information be disclosed to a third party without Binevenagh LPS' consent.

Intellectual Property

Binevenagh LPS will retain full ownership of any intellectual property created as part of this contract, including any amendments, revisions or edits. This includes all documents, data, geospatial/GIS information, photographs or material in other formats. Where applicable, information may need to be shared with other project partners and jurisdictional government bodies and therefore is free from any restrictions to this effect.

Data Protection

The tenderer shall (and shall ensure that any of its Staff and sub-contractors involved in the performance of this Agreement) comply with any notification requirements under the Data Protection Act 2018 ("DPA") and both Parties will duly observe all their obligations under the DPA which arise in connection with this Agreement

Insurance

The contractor shall have all necessary levels of insurance (minimum £10 million public liability and professional indemnity) for the duration of the contract. The level of insurance possessed shall be provided in the returned tender. Evidence of insurance documentation to be provided to BCL LPS upon appointment.

Further Information

If you require any clarification on any of the above please do not hesitate to contact Laura at Laura@ccght.org or by telephone on 07547116077.