Kent County Council

 Invicta House

 County Hall

 Maidstone

 Kent

 ME14 1XX

Reference: IP19055

Dear Sir/Madam

**Request for Quotation - IP19055 Fencing work and vegetation removal at Green hill and The Dell, Kemsing and White Hill, Shoreham Kent**

The Kent County Council is inviting you to Bid for the above contract and accordingly has enclosed a Request for Quotation.

Attached to this letter are details of the information required to be submitted and the basis of the assessment.

Consultants are drawn to the attention that the completion date of March **2020 for vegetation works and July 2020 for the fencing works** Is critical to success. Failure to complete this work by this date will result in reputational damage to the Kent County Council and to the Consultant.

**Your RFQ response should be submitted via the Kent Business Portal no later than 4pm Monday 3rd February 2020**

You are advised to read all sections carefully before Bidding. Should you have any difficulty with the RFQ, please contact me using the details above.

Yours faithfully,

This is available in larger print on request





**REQUEST FOR QUOTATION**

**For fencing and vegetation works at two sites in Shoreham, Kent**

**Section One - Scope and Context**

The Darent Valley Landscape Partnership Scheme (DVLPS) is a large-scale partnership, working to conserve and enhance the distinctive Darent Valley landscape and reconnect people to it. At the scheme’s heart is the valley’s historical connection with the Victorian artist, Samuel Palmer, who lived in Shoreham and called the valley his ‘earthly paradise’. Through its partnership approach, DVLPS is delivering over forty integrated cultural and art, access, heritage and biodiversity projects within communities, towns and villages throughout the scheme area between Dartford and Westerham in West Kent.

DVLPS is led by the Kent Downs Area of Outstanding Natural Beauty Unit (AONB) and hosted by Kent County Council. Of equal importance to the UK’s National Parks, an AONB is an outstanding landscape whose distinctive character and natural beauty is so precious that it is in the nation’s interest to safeguarded them. The Kent Downs offer dramatic views, vibrant communities, a rich historic and cultural heritage and diverse wildlife and habitats, along with a wealth of opportunities for people to explore, enjoy and benefit from this outstanding landscape. DVLPS supports the Kent Downs AONB’s vision to conserve and enhance these special landscapes and engage people in caring for, enjoying and exploring them.

DVLPS is predominantly funded by the National Lottery Heritage Fund and the European Regional Develop Fund’s Interreg 2 Seas scheme, along with several other sources. It has a range of delivery partners including local authorities, conservation organisations, education establishments, charitable organisations, artists, parish council and others. DVLPS is a relatively new scheme that will operate until at least 2022 (and hopefully beyond this initial period, funding dependent).

**DVLPS Vision**

The vision represents the aspiration for the landscape in 2022 when the scheme’s projects have been completed. It is supported by five aims that have been identified by the Partnership:

*Using the inspiration of Samuel Palmer, our unique partnership of organisations has worked with and empowered local communities to ensure the survival and flourishing of an exceptional landscape and its heritage.*

*Through them, the Darent Valley’s natural and cultural heritage are being sustainably conserved, current threats are mitigated, and the landscape is more resilient to future threats. The communities that live within and around the valley feel emotionally and physically reconnected with their landscape, and there is a sense of pride and strong will to protect it for future generations.*

*A clear plan exists for the landscape’s ongoing conservation and enjoyment, and organisations, communities and individuals have the skills, knowledge and ability to deliver it over the coming years.*

**Site specific information**

**White Hill**

The White Hill Reserve is located on the west side of the valley within the Central Darent Valley Sub-Character Area at TQ528611. It lies immediately to the north of Fackenden Lane and is adjacent to the Fackenden Down and Meadow site.

It is located entirely within the Kent Downs AONB and is part of the Otford to Shoreham Downs SSSI. The land ownership is somewhat complicated, but the agents of the life tenant have granted permission to British Butterfly Conservation Kent Branch to manage the land for the conservation of butterflies.

The current conservation interest is principally the remaining chalk downland. Relict populations of downland butterflies remain and, of note, is the chalkhill blue colony and a wide range of moth species is resident including peach blossom and pale pinion. The northern part of the site, whilst not as floristically diverse, is a flight area for species such as dark green fritillary and marbled white. The southern part of the site is more open and a prolific breeding area for chalkhill blues. Early gentians are also present.

This reserve has Site of Special Scientific Interest designation.

**Green Hill and The Dell, Kemsing**

**Green Hill and The Dell** – TQ557591; Kemsing - Kemsing Parish Council, St Ediths Hall, High St, Sevenoaks TN15 6NA.

All the sites are prominent parts of the Darent Valley landscape and require regular management to maintain their stunning viewpoints over large areas of the valley, their contribution to landscape character, and their unique and rare wildlife. Fackenden Down and Green Hill are both part of the Otford to Shoreham Downs SSSI, whilst Polhill Bank, Kemsing Down and Goss Bank are designated as Local Wildlife Sites (SE09 and SE12). All of them are designated as such for their chalk grassland, a habitat which has reduced in extent by up to 85% since the 1950s through agricultural improvement, fragmentation and lack of grazing. The remaining sites in this project are recent extensions of these reserves and through a process of reversion are returning from former arable use to this important habitat. Without regular management in the form of scrub clearance and carefully managed grazing pressure these sites quickly deteriorate.

**Section Two – Requirement**

To install fencing and access furniture and carry out scrub clearance at White Hill, Shoreham Kent-please see map of the site for more details

To replace/install fencing and access furniture and carry out vegetation removal at Green Hill and The Dell, Kemsing Kent-please see map of the site for more details

Please quote for:

Please quote for each element below so that elements of the project can be separated if necessary.

* Fencing work at Green Hill
* Fencing work at The Dell
* Vegetation Clearance work at Green Hill
* Vegetation work at The Dell
* Fencing work at White Hill
* Vegetation Clearance works at White Hill
* Price for removal of brash from each site each by mulching
* Price for removal of brash from each site by burning (permission would need to be sought for this by DVLPS)
* Please quote a price per field gate
* Please quote a price per kissing gate
* Price to install livestock handling area at Green Hill as per specification attached to tender documents
* Price to install livestock drinking area at White Hill
* Please include specifications of the type of fence and gate and furniture used

Both sites have public access and can be visited to assess site and details including access etc.

**Specification of fencing is detailed below:**

Stock fencing using pig fence Type C8/80/15 surmounted by two stands of high tensile barbed wire (1.6mm) strained and stapled to 1.7 metre chestnut round/cleft intermediate stakes (minimum top diameter 65mm).

The contractor will ensure that:

* Intermediate stakes are driven into the ground to 61cm (24”) and spaced 2.50m a part (max).
* Wire is to be secured to the rounded side of stakes by one staple on each of the top two wires and then every other horizontal, driven to a running fit.
* Pressure treated/chestnut straining posts 2.30m long; top diameter 200mm (min) will be installed at 50m (max) intervals on straight runs and at all ends, corners, changes of direction and acute variations in level. Straining posts are to be dug into the ground to 1.07m (42”), return filled with excavated material and rock wedges.
* All straining posts are to be fitted with 1.65m struts, fitted into a mortised joint with the straining post and fixed with two nails. The base of each strut is to be cut square and bedded on the centre of a 305mm (12”) stake to provide support to the struts.
* The pig mesh (50m rolls) will be strained tightly between each straining post and fixed by two staples, per wire, driven tight.
* The bottom line of the mesh should be 50mm from the ground at each intermediate stake
* The two barbed wires to be fixed to the top of stakes with 50mm gap between the top of the pig fencing and the first wire and then 100mm between that wire and the next.
* All galvanised staples, wire and nails must conform to B.S.S.

### Miscellaneous

* The fencing must be set and erected in straight lines or smoothly flowing curves as shown on the maps.
* Post tops should follow the profile of the ground.
* Posts are to be set rigid, plumb and to the specified depth or greater to ensure adequate support.
* Measures must be taken to prevent damage to the heads of stakes when driving.
* The tops should not be sawn off the intermediate stakes.

### Health and Safety Information

The contractor must carry full and valid Public Liability Insurance (minimum of five million pounds) and all operatives working on the site must wear adequate personal protective equipment and adhere to all health and safety requirements, in particular

**The Health and Safety at Work Act 1974** and **The Management of Health and Safety at Work Regulations 1992.**

All operators of power tools and machinery will have the relevant certificates of competence as recognised by the Health and Safety Executive. Copies of these certificates must be made available to the Trust.

The contractor must complete a risk assessment for this work prior to starting on site. A copy must be forwarded to the Trust prior to work starting.

The vegetation clearance works should be carried out in January, February and March 2020. The fencing works should be complete and paid for by July 2020.

**Section Three - Evaluation Criteria**

A minimum quality level is required to pass the quality aspects of the evaluation. All bidders meeting this minimum quality threshold are then assessed on price, with the lowest price bidder being awarded the contract.

A brief case study will need completing to demonstrate previous experience of carrying out similar project so that the tender can be assessed on quality as shown below in the scoring methodology table. *Please see Annex 1.*

**Pricing schedule**

Contractors should submit their quote broken down into elements. Please follow the pricing schedule below:

Please submit a price for each item listed so costs for each site can be extrapolated:

* Fencing work at Green Hill
* Fencing work at The Dell
* Vegetation clearance work at Green Hill
* Vegetation clearance work at The Dell
* Fencing work at White Hill
* Vegetation Clearance works at White Hill
* Price for removal of brash from each site each by mulching
* Price for removal of brash from each site by burning (permission would need to be sought for this by DVLPS)
* Please quote a price per field gate
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* Price to install livestock handling area at Green Hill as per specification attached to tender documents
* Price to install livestock drinking area at White Hill
* Please include specifications of the type of fence and gate and furniture used

**Scoring Methodology**

The quality section will be scored using the 0-4 scoring methodology, as copied below.

To achieve minimum quality level the contractor must demonstrate experience of carrying out similar projects successfully and achieve the minimum quality level score 2. Please see the table below which shows the score and assessment criteria in more detail.

|  |  |  |
| --- | --- | --- |
| Score | Assessment | Interpretation |
| 4 | Excellent | Response is completely relevant and provides an excellent understanding of the issues. The response is comprehensive, unambiguous and provides above requirement details of how the requirement will be met. Offers significant beneficial added value. |
| 3 | Good | Response is relevant and good. It demonstrates a good understanding of the requirement and provides additional details on how the requirements will be fulfilled. Offers additional beneficial added value. |
| 2 | Acceptable | Response is relevant and acceptable and meets the requirement. The response addresses a broad understanding of the requirements and addresses the need. |
| 1 | Poor | Response is partially relevant but lacks sufficient detail. The response addresses some elements of the requirement but contains insufficient or limited detail or explanation on how the requirement will be fulfilled.  |
| 0 | Unacceptable | Nil or inadequate response. Fails to demonstrate an ability to meet any of the requirements. Does not have any understanding of the need.  |

*2-Stage Evaluation Example*

|  |  |  |  |
| --- | --- | --- | --- |
| ***Supplier Name*** | ***Score (Case Study)*** | ***Price*** | ***Result*** |
| *Supplier A* | *2* | *£1,500* | ***Awarded*** *– Passed on quality and lowest price* |
| *Supplier B* | *1* | */* | *Failed on quality - not assessed on price* |
| *Supplier C* | *2* | *£2,700* | *Passed on quality but higher price than supplier A* |

**Annex 1 - Case Study**

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| --- |
| **Case Study** |
| ***Question*** *- Please give an example of when you have previously worked on a similar project.*Your response must include the below * Location of the project
* Scrub clearance methods including disposal of brash
* Fencing methods including machinery used
* Working to specific project timescale
 |
| **Question Weighting:** | **25% each** | **Maximum Word Count:** | *500* |
| **[Enter response here]** |
| **Score (0-4):**  |