



Westcountry Rivers Trust

Slowing the flow in the Back Book (Hawkerland) Catchment

CROC - CLIMATE RESILIENT OTTER CATCHMENT

Invitation to Tender for the Provision of:

NFM work on Back Brook crossing – Culvert amendment and track repair

August 2026

To be supplied to Westcountry Rivers Trust



Date of document: 30th July 2026

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1. Project Officer

For all enquiries and submissions concerning this Invitation to Tender, please contact:

Iorwerth (Yog) Watkins or Milly Bowden

Senior Farm Advisor

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All enquiries for further information will be answered to all parties.

2. Introduction & Overview

Client: Westcountry Rivers Trust

Principal Designer: Westcountry Rivers Trust

Principal Contractor: TBC

A. Company Background

Westcountry Rivers Trust (WRT) is an environmental charity (Charity No. 1135007, Company No. 06545646) established in 1994 to secure the preservation, protection, development and improvement of the rivers, streams, watercourses, and water impoundments in the West Country, and to advance the education of the public in the management of water and associated habitats.

B. Project Background

The 237km² River Otter catchment rises in the Blackdown Hills and meets the sea at Budleigh Salterton. 103 residential properties flooded in the catchment in May 2023 due to intense rainfall creating significant runoff from agricultural land and protected sites, further runoff has been noted during Storm Ciaran.

The Section 19 Report following the May 2023 flooding makes specific recommendations around the need to deliver NFM upstream of impacted communities, and to better understand and improve land management practices. The 'Climate Resilient Otter Catchment' CROC project focuses advice and funding on both land management and NFM.

3. Scope of the Service

A) Site Location

Hawkerland area of the upper Back Brook, upstream of Newton Poppleford.

As shown below, the site is located to the West of Newton Poppleford.

Grid reference **SY 05073 88824**

Gate location for access: [///likening.teaching.person](https://likening.teaching.person)



You are welcome to visit the site by arrangement. Please let the Project Officer know if you intend to visit the site to prepare your tender response. A member of WRT staff will organise permission and may accompany you to the site.

B) Site Information

The upper section of the Back Brook is a mix of commercial and natural woodland, farmland and Pebblebed Heath.

Previous/Other relevant works:

(Separate Contract) In this section of the woods, there will also be some conventional NFM works which, like this culvert, will have to be completed before the end of September 2026. These will help control the flow of water down to the culvert and limit sections of the track network acting like conduits to water flow in high rainfall events.

C) Services Required

- The culvert located approximately at **SY 05073 88824**, is currently partially blocked and too small to cope with high rainfall events. **Work here will remove existing pipe and replace with two pipes to increase flow volume capability.**
 - Current culvert pipe to be removed and unblocked.
 - Additional space created for installation of second pipe, with adequate space between pipes to ensure the gap between them doesn't become vulnerable to erosion.
 - Stone material to be back filled in to culvert area to protect the entrance and pathway under the track.
- **The damage to the track on lower side of the culvert will be mended using hardcore available on site, plus some additional protection put in at the outfall to protect the northern banks and stabilise the outflow.**
 - Using the hardcore material generated from the excavation required for the second pipe, the current erosion gully which runs perpendicular to the track will be back filled and have suitable topping for trafficking by all vehicles, plus additional robustness to erosion.

Appropriate risk assessments will be required for all elements of the services. Under CDM 2015 this includes a Designers Risk Assessment (DRA).

- i. *Optioneering for the above outcomes is welcomed against your experience. WRT have provided a Concept Plan (Appendix A), based on technical input, however, WRT are not technical design experts, and while operating as Principal Designer under CDM regulations WRT expect the appointed designer to provide comment on feasibility, health and safety, and budget practicality of options based on your technical experience.*
- ii. *The consultant must ensure that all elements conform to all relevant British and European Standards.*
- iii. *A draft NEC4 Contract representative of the final version has been supplied. A final version will be provided at appointment, with opportunity to review before acceptance.*

iv.

D) Timescale

The tender process is anticipated to follow the timeline presented in the table below:

Date	Action
11 th Aug 2026	Invitation To Tender released.
18 th Aug 2026	All queries to be submitted.
25 th Aug 2026	Tender submission date
27 th Aug 2026	Notification of intent to award
31 st Aug 2026	Signed contract awarded
2 nd Sept 2026	Start Date for the contract
30 th Sept 2026	Completion of NFM works

E) Special site considerations

- Be aware of roaming deer.
- This is an access track to the silage store on southern side of the river, so liaison with the farmer will be necessary to avoid impacting access at busy times.
- Additional rock used in the area (Gabian baskets etc.) has to be in keeping with the local geology.

4. ITT Responses

A) Respondent Guidelines

You are required to submit a written proposal, either hard copy or electronically to the **Project Officer** by the deadline.

i. All proposals should include the following:

- Details of company experience in **Natural Flood Management delivery**
- Costings: including breakdown of delivery items to allow for partial project invoices, against specified item costs, if required
- An estimation of timescale and outline programme
- Details of staff to be delivering the work including relevant experience (e.g. CV)
- Completed draft NEC4 Contract supplied
- Current insurance certificates for Employer Liability, Professional Indemnity and Public Liability.
- Health & Safety information and RAMS

- ii. The draft NEC4 template provided requires you to fill out: The *Consultant's* insurance details, the *Consultant's* Contract Data, the *Consultant's* Offer, the Price List, and to sign the contract as a formal offer.
- iii. A detailed breakdown in the Price List of the NEC4 Contract allows for partial project invoices, against the specified item costs, if required.
- iv. You are expected to supply all required information or clearly state the reason for being unable to do so. Any return supplied must make it clear if any part of the Contractor's offer does not comply with the Contract Data or the Works Information provided.
- v. In submitting a quotation, you are stating you are suitably qualified and experienced in work of this nature. If your tender is successful and the contract awarded, you are required to provide:
 - Risk Assessments for any site visits planned and work undertaken.
 - Details of proposed sub-contractors and current insurances (if applicable)
- vi. Any assumptions used in preparing responses should be clearly stated. Any appropriate supporting documents e.g. programmes, plans, company brochures, organisation charts should be included with the tender submission.

B) Tender Assessments: Evaluation and Process

- i. A set of evaluation criteria has been prepared by WRT for the evaluation of every submission. Within each stage an initial evaluation will consider whether or not every requirement contained within the ITT has been fulfilled. The evaluation criteria will be based on price (40%) and quality (60%) with quality being assessed on ability to meet the requirements (25%), delivery/timescales (25%) and staffing arrangement (10%).
- ii. All operations must strictly comply with all relevant Health and Safety, legal requirements and British & European codes of Best Practice.
- iii. If you have any queries, please do not hesitate to contact WRT.

C) Confidentiality

- i. All information supplied by WRT in this tender to date, and any further information supplied during the tender process, is confidential and must not be shared with any other organisations unless WRT agree permission in writing. The confidentiality extends to all recipients of this information.
- ii. This competitive invitation to tender process has been performed anonymously. Prospective contractor / invitee details will not be shared with other contractors by WRT. Any sensitive information shared with WRT as part of your response shall remain so between WRT and the prospective contractor. All enquiries for further information will be summarised anonymously and answered to all parties.

D) Finance

- i. This project is financed under the Climate Resilient Otter Catchment - CROC.

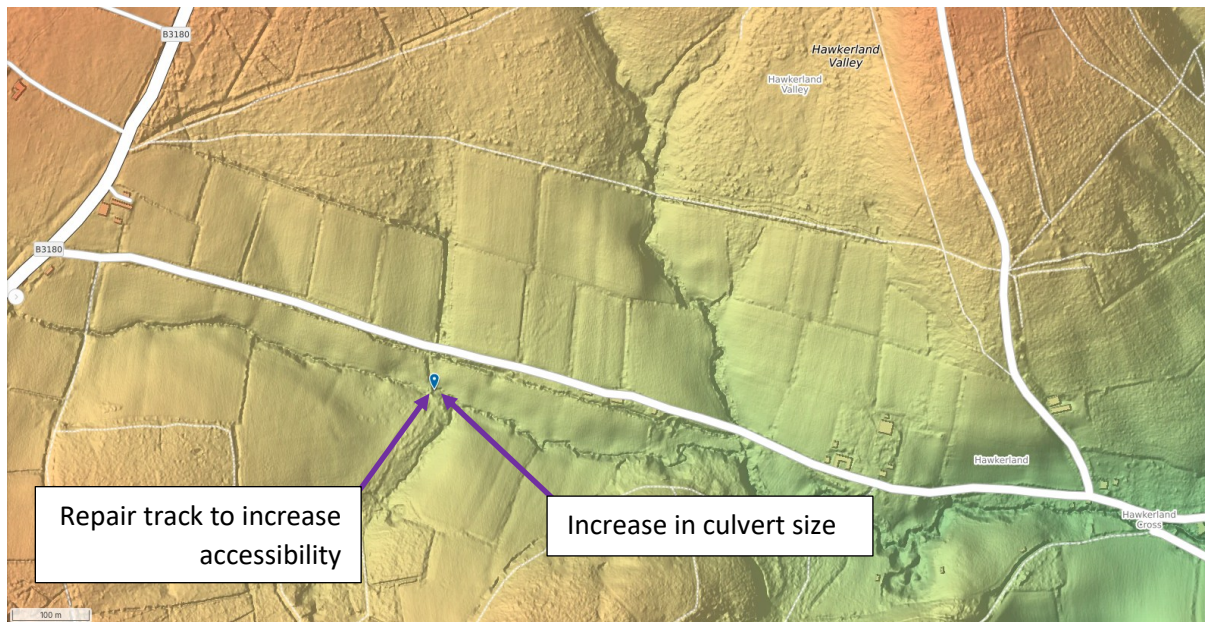
- ii. Funding for this contract is sponsored by the Environment Agency.
- iii. Invoicing terms are detailed in the NEC4 contract.
- iv. When invoicing, the invoice must clearly state the awarded NEC4 contract.

E) ITT Acceptance

- v. To simplify exchange of information regarding this Invitation to Tender (ITT) please nominate one point of contact with relevant telephone number/s and email address.
- vi. Please direct any questions regarding this ITT content or process to the Westcountry Rivers Trust Project Officer. All questions should be submitted to the Project Officer named above.
- vii. Please make sure any questions are submitted in good time for answers to be collated and distributed. A deadline may be in place for any queries to facilitate the fair tendering process for all respondents but should be no later than 1 week prior to submission deadline.
- viii. Where there is a valid reason, WRT reserve the right not to accept your submission, or any other quotations received. WRT are not liable for any cost you may incur in the preparation of your quotation.
- ix. If you have any queries, please do not hesitate to contact WRT and we look forward to receiving your response.

5. For Reference

Appendix A: Concept Plan



Water rushes downstream and can block the culvert. Where the water flows over the track there is considerable erosion of the track itself and the banks for the stream (see photos below). Here we would like to increase the capacity under the track to avoid erosion, whilst also reinforcing the bank of the stream.

Leaky dams (separate contract) above the culvert will aim to reduce debris floating down stream to help preserve the culverts capacity in high flow events.

Culvert will have increased capacity in order to reduce the erosion risk upon the track network. This will contribute to less sediment passing through the catchment, blocking vulnerable pipework downstream and increasing the risk of flooding.

Construction methods

Culvert

Current culvert pipe removed. Additional space created for two pipe system, with adequate space between pipes to ensure the gap between them doesn't become vulnerable to erosion. Stone material to be back filled in to culvert area to protect the entrance and pathway under the track.

Track Repair

Using the hardcore material collected on site for substrate, the current erosion gully which runs perpendicular to the track will be back filled and have suitable topping for trafficking by all vehicles, plus additional robustness to erosion. As mentioned above, any stone used in the river itself, or on the facial side of the track repairs would need to be in sync with the surrounding geology.

Appendix B: Site photos



Single pipe can get blocked



Erosion of track and river bank below track