

Invitation to tender for the installation of a Nature Demonstration Teaching Site in the grounds of Stranmillis University College, Belfast.

Section 1: Instructions & Content Information

This is an invitation to tender for installation of a new, nature demonstration teaching site in the grounds of Stranmillis University College, Belfast. The site is a key aspect of a wider project called Generation Nature, which will support teachers to develop and enhance their nature awareness knowledge and teaching practice.

Your submission should be written to address the key requirements detailed in Sections 3, 4 & 5 of this document and demonstrate how it meets the scoring criteria outlined under section 6. Any details not provided or not fully completed may constitute an admission of unsuitability/inability to fulfil requirements and may result in the tender being rejected at the absolute discretion of the judging panel.

All submissions must remain valid for a minimum period of 90 days following the deadline for receipt of submissions.

All proposals must be in English.

Prices contained within the proposal must be exclusive of VAT and be in Pounds sterling and must include ALL relevant costs.

The installation of the nature demonstration teaching site **must** be fully completed by the end of March 2025 to adhere to project conditions.

If you have any questions about this tender, please email Scott Howes, scott.howes@keepnorthernirelandbeautiful.org and Emily Taylor, emily.taylor@keepnorthernirelandbeautiful.org **by mid-day Tuesday 10th December 2024.**

Questions received after this deadline will not be answered.

Questions and responses will be circulated to all interested tenderers. If you do not have a question but wish to receive the responses, please indicate your interest via email to Scott Howes, **by mid-day Tuesday 10th December 2024.** It is the responsibility of the bidder to provide the correct email address for tender questions and responses and to check their emails regularly during this period.

Please submit your proposal via email, in PDF format, entitled ‘[YOUR COMPANY NAME] – *Installation of Nature Demonstration Teaching Site* **by mid-day on Friday January 3rd 2025** to Scott Howes, scott.howes@keepnorthernirelandbeautiful.org and Emily Taylor, emily.taylor@keepnorthernirelandbeautiful.org

Submissions received after this deadline will not be considered.

Keep Northern Ireland Beautiful will acknowledge receipt of your tender submission via email. If email acknowledgement is not received, please contact Scott Howes, scott.howes@keepnorthernirelandbeautiful.org and Emily Taylor, emily.taylor@keepnorthernirelandbeautiful.org

Tender Timeline

Task	Date
Tender opens	Tuesday 19th November 2024
Deadline for questions	Mid-day Tuesday 10th December 2024
Site Visits	December 3 rd or 4 th December 2024
Questions and responses shared to bidders	Friday 13 th December 2024
Tender closes	Mid-day January 3 rd 2025
Shortlisting	Tuesday 7 th January 2025
Interviews	Thursday 9 th January 2025 – (morning sessions)

Section 2: Background Information

Generation Nature is a collaboration between Energia, the Department of Agriculture, Environment & Rural Affairs, and Stranmillis University College. Keep Northern Ireland Beautiful is the lead delivery partner for this programme.

The project has two key elements, the delivery of environmental training to student teachers and installing a demonstration site where teachers can extend their learning and develop practical outdoor teaching skills. This tender relates to the installation of the demonstration site only.

We are aware that many teachers are not confident to teach environmental education and that there is a significant gap in teacher training on this subject (see survey results below). So, whilst educating about climate, biodiversity and pollution is increasingly demanded by young people and vital to achieving sustainable solutions to environmental challenges, it is often not embedded in teaching and learning through the curriculum. Generation Nature responds to this. It is a new collaborative initiative with Stranmillis University College aligned with the Eco-Schools programme in Northern Ireland. It will ensure teachers are equipped with the environmental knowledge, skills, and confidence to teach key elements of environmental education. In due course the outdoor nature demonstration teaching site at Stranmillis University College will be made available to both teacher training colleges in NI. Teachers will be equipped to create habitats for biodiversity and the skills to grow food and sustainably harvest the produce. The project will enable teachers to prepare generations of young people to consume only what they need, to value and understand the vital role that nature plays in our lives and be better prepared for the challenges of climate change (SDG13.3). Stranmillis University College has committed to including Generation Nature in core curriculum compulsory activities as well as optional activities for trainee teachers – this is a first for the UK.

Main Objectives of the Generation Nature Project

- To equip teachers with the environmental knowledge, skills and confidence to teach key elements of environmental education.
- To prepare generations of young people to consume only what they need, to value and understand the central role that nature plays in their lives and ensure they are adequately prepared for the challenges that climate change will bring to them.
- To develop consistent climate action leadership for young people and ensure they are empowered to contribute to NI's carbon reduction targets.
- To share best practice from the roll out of this project to inspire action on an international level, via the Foundation for Environmental Education network.

Key elements required to deliver Generation Nature

Nature Demonstration Site: To install a well-designed, accessible, and robust site that can be used effectively to train teachers in greater nature awareness and to develop their teaching and learning skills in relation to the environment, food growing and sustainability.

Site & College Based Teacher Training: Envisaging a modular programme of lessons, covering food growing, ground preparation, tree planting, carbon literacy, harvesting, composting, biodiversity surveying, plant, and animal (including insect) id, monitoring biodiversity and

submitting results to national programmes. These modules will be delivered by our own team drawing on the expertise of wider ENGO partners in NI.

The need for this Project

A survey of 408 teachers in NI indicates the high level of demand for support that exists.

- 85% indicated only a fair/poor knowledge of the impacts of climate change, biodiversity loss and waste & pollution
- 79% indicated that they were only somewhat/not at all confident to teach on these environmental topics
- 93% felt it would be beneficial to include some modules on these environmental topics in teacher training
- 91% indicated they would avail of this type of programme if it was made available to them.

Wider strategic context

The project aligns with international Greening Education Partnership, a UNESCO global alliance of countries endorsing and committing to getting every learner climate ready.

Section 3: Specification of Requirements

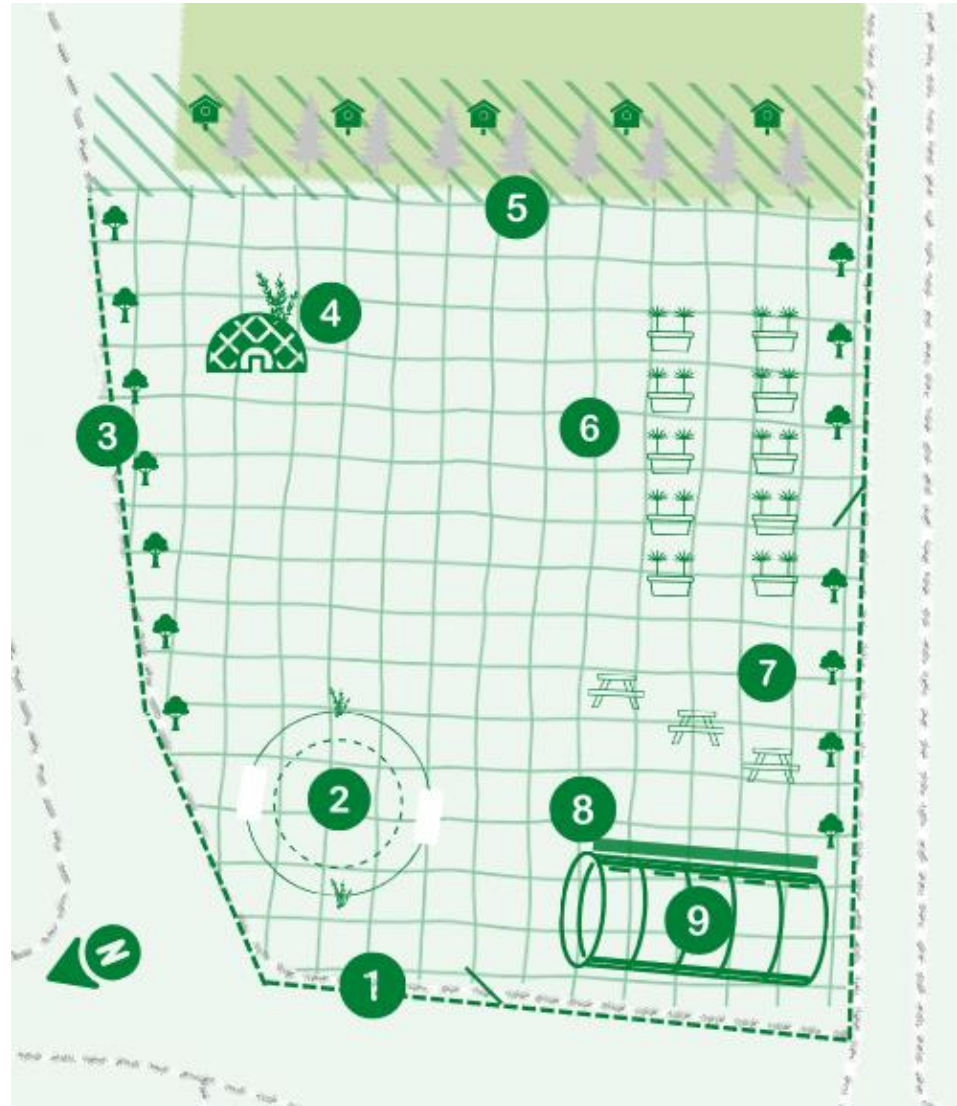
Keep Northern Ireland Beautiful wish to appoint a suitably qualified and experienced organisation to design and install the nature demonstration teaching site (NDTS) in the grounds of Stranmillis University College (SUC), Belfast, as part of the wider Generation Nature project.

The site itself is currently comprised of mostly a grassed area with shrubs and is linked to a small, wooded area which will be opened up to connect with the demonstration site.

We have a preliminary design for the nature demonstration site (completed by Field Studies Ireland, see below). We encourage bidders to bring their own expertise and advice to develop this initial plan prior to work commencing to create an agreed final plan. Any changes to this final design must be agreed with KNIB and SUC.

Site Details

- Approx 30x20m
- Incline from NE path boundary upwards towards wooded area.
- Good access



Key and additional site requirements:

1. Resurfacing and boundary

- Complete preparatory groundwork to optimise site levels for use as a teacher demonstration site.
- Resurfaced entire area with a woodchip & gravel mix, to create a natural and sensory-focused ground cover while preventing mud and pooling of water. The ground must be landscaped and levelled appropriately, with an effective weed preventing membrane installed.
- A small fence will be installed around the open sides of the site to provide a boundary between the learning space and roadside/pathways. The suggested fence type is Chestnut Paling to create a natural wooded look, approx. 5ft high.
- Install one, wide access gate.

2. Outdoor seating

- Create an outdoor, wooden seating area (or similar) suitable for student groups/staff. This should be securely installed, weather proofed, and able to be used by 15-20 people.



3. Orchard

- A selection of 20 native heritage fruit trees should be planted within the site following a design to be agreed. Trees larger than whips to be sourced.

4. Willow Dome

- Willow dome (2m diameter x 1.8m high) with tree stump (x6) seating to be installed.

5. Forest access

- Clear and open forest space up for access – remove shrubbery and non-native small trees. This area is approx. 20m x 5m.
- Trim existing larger trees of branches below 7ft.
- Install x2 water butts along greenhouse edge with connected piping.

6. Planters

- Build and install 3 planters approx. 3 x 1.5 x 0.6m using treated sleepers
- Design and install a planting area for perennial wildflowers that will have minimal human footprint.
- Source seeds.

7. Outdoor seating

- Levelled ground area with gravel base (approx. 3x3m) for supplied picnic style benches x2.

8. Workbench

- Design, build and install fixed wooden workbench with lower shelf storage – with varying heights for adults/students. Fixed along outside of polytunnel with space for 2 adults and 3 children. Ensure this is weather proofed.

9. Polytunnel

- Source and install a heavy duty, hard-shell, solar style polytunnel (likely approx. 8 x 3 metres) with doors at each end. Ensure this is robustly installed and weather resistant.
- Install internal soil bed with wooden edging and walkways.
- Design build install box style seating for 8 pupils (if room) that also acts as storage.
- Design build install workbench at appropriate student height with space for 2 students.

Key to the successful installation of the nature demonstration site will be good communication across project partners including KNIB project lead and SUC project lead as well as the SUC grounds team. (see section 5)

Section 4: Budget & Timeframe

We invite you to provide your recommendation of what you would deliver within budget and timeframe. As this project will be delivered through grant funding, we have a fixed budget of no more than £24,000 exclusive of VAT.

Please provide a timeline and project plan for installation between **January 2025 and March 2025.**

This must include **all** costs and be exclusive of VAT.

Section 5: Submitting a Tender

If you would like a **site visit** prior to submitting a tender response, please contact scott.howes@keepnorthernirelandbeautiful.org . Visits are available on either of the following dates – 3rd or 4th of December between 9.30am and 4pm.

Tenderers must not make assumptions that Keep Northern Ireland Beautiful has experience of their organisation or their service provision even if on a current or previous contract. Assessments will solely be based on the tender submissions received.

Submissions may be rejected if the complete information requested is not provided.

Submissions must include the following information:

- Work Plan & Value for Money

Please provide a fully itemised breakdown of costs (exclusive of VAT), within budget and to the required, high standards. As noted above, we have a fixed budget of £24,000, exclusive of VAT.

The breakdown should clearly delineate between labour costs and materials. If appropriate, please also indicate a suggested invoicing schedule for the purposes of this project.

- Track Record & Quality of Past Experience

Please provide an overview of your organisation, details of relevant, similar experience to include information on the following.

- Structure, size, capacity and expertise to undertake the work specified

- Staff/skills overview, including details of relevant experience and qualifications where appropriate
- Portfolio of relevant work showing the ability to deliver a quality programme/experience
- Client liaison

Please provide an overview of how you would undertake high quality project management to ensure key partners are kept informed and outcomes meet requirements.

- Communication with stakeholders
- Flexibility
- Commitment to high quality outcome
- Environmental Policy & Credentials

Keep Northern Ireland Beautiful is committed to sustainable procurement and wish to see tenderers adopt a positive environmental approach.

Please detail any practices or initiatives your organisation has in place to reduce your environmental impact. This could include plans for reaching net zero, environmental considerations in procurement and offsetting necessary carbon emissions. **An environmental policy or statement (if available) should therefore be included with your tender submission.**

- Timeline and project/work plan

Please provide a full and clear timeline for site works and installation alongside a project plan showing stages of completion of work plan through to project end.

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Submissions received after this deadline will not be considered. Recipients of tender submissions will acknowledge receipt. If you do not receive acknowledgement, please follow up to ensure it has been received.

Tender response scoring criteria below.

Section 6: Scoring Criteria

Tenderers will be scored according to the criteria outlined below:

Item	Weighting
Work Plan & Value for Money	45%
Track Record & Quality of Past Experience	20%
Client Liaison	15%
Timeline and project plan	10%
Environmental Policy & Credentials	10%
Total	100%