



Monmouthshire County Council Request for Quotation

**Title of Contract:
Clydach Gateway Design**



**Submission deadline:
Noon Monday 15th September 2025**

Introduction

You are invited to quote for the provision of the goods/services detailed below. Your quotation must be received by the date and time specified. Quotations received after the deadline may not be considered. Monmouthshire County Council accept no responsibility for the late delivery of quotations and you are advised to make due allowance for transit time.

Submission instructions

Your quotation will be submitted by electronic means by the date and time specified via the www.sell2wales.gov.wales portal. If you require any further assistance, including technical advice on the uploading of information please use the Sell2Wales help desk on 0800 222 9004.

Quotations received after the deadline may not be considered. Monmouthshire County Council accept no responsibility for the late delivery of quotations.

Please ensure that you sign the document, failure to do so will make your "Request for Quotation" invalid.

Quotations may be submitted in Welsh and will be treated no less favourably than a quotation in English.

If a supplier requires a copy of the quotation document in Welsh please contact the originating Officer.

Request for Information/Queries

If you have any questions or require any clarifications, these must be communicated electronically via the Sell2Wales portal. **Please note that telephone enquiries will not be accepted.**

All questions and answers will be distributed anonymously to all suppliers. The Council will attempt to answer any queries or provide any information deemed reasonable within the time available.

Confidential Details

The supplier (whether the quotation is accepted or not) and all other recipients of the quotation document (whether they submit a quotation or not) shall treat the details of the documents as private and confidential. Any quotation received in response to this enquiry shall be treated likewise by Monmouthshire County Council, except where requested in compliance with the Freedom of Information Act 2000.

Prices and costing

Supplier to provide a detailed cost breakdown of their proposal, with costs shown excluding VAT, using the Supplier Response – Pricing Schedule.

Cost breakdown to include individual costs for each of the Key Deliverables as listed in the Scope of Works, with details of number of consultant days and associated rates.

The submission of this quotation will be deemed to be an undertaking that the offer includes for all costs and expenses for the activities/work specified.

The Supplier shall be deemed to have checked for and removed all errors from the quotation prior to submission. If the Council suspects that there has been an error in the Commercial Schedule, the Council reserves the right to seek such clarification as it considers necessary from that supplier only.

Where quotations appear to be abnormally low in relation to the supplies or services the Council shall require suppliers to explain the price or costs proposed in the quotation. The Council may reject the quotation where the evidence supplied does not satisfactorily account for the low level of price or costs proposed.

The quotation (including price) should remain valid for a minimum period of 90 days. If awarded, all prices submitted will remain fixed for the period of the contract.

Should additional work be required as a result of the contract, we would expect you to provide any subsequent quotation based upon these rates provided.

Awarding of contract

Monmouthshire County Council will make the decision to award the contract based on the most advantageous offer, which will be based on the following weightings: Price 30%; Quality 70%. The Council is not bound to accept any quotation.

No quotation shall be deemed to have been accepted unless such acceptance has been notified to the supplier in writing.

Payment Terms

Subject to satisfactory state/condition the payment terms will follow the Monmouthshire County Council's payment terms which are net 30 days payable by BACS (alternative payment methods are available upon request)

All prices are to be stated in sterling **exclusive** of Value Added Tax.

In addition, staff day and hourly rates are to be supplied to allow the calculation of fees for any additional duties instructed by the Client not covered in this Project Brief.

The Council reserves the right to withhold payment for work considered to be unsatisfactory in quality. The Council also reserves the right to curtail or terminate the commission at any stage if they are not satisfied that work is being undertaken in accordance with the Project Brief.

Expenses and Losses in Quotation

Monmouthshire County Council will not be responsible for or pay for expenses or losses that may be incurred by a supplier in the preparation of this quotation exercise, or subsequent interviews relating to the appointment of a preferred provider for this service.

Terms

The contract will be governed by the council's Standard Terms and Conditions, available on request.

By providing us with a quotation you agree to be bound by the councils Terms and Conditions which will apply to any contract awarded to you after you have provided us with our quotation.

Insurance

It is a condition of the contract that if successful you must have insurance at the following levels:

- Employers Liability - £10,000,000 (it is a legal requirement for business to have a minimum £5,000,000 level of cover, however Sole Traders are exempt)
- Public Liability - £5,000,000
- Professional Indemnity - £1,000,000

Failure to evidence that these insurances are in place at the point of award will result in the immediate termination of the contract / framework. Failure to maintain the required insurance through the life of the framework / contract will also result in immediate termination of the contract / framework.

Please upload copies of the insurance certificates into the attachment area along with your quotation.

Economic & Financial Standing

Provide your Dun & Bradstreet (DUNS) registration number. If you are not currently registered, you must obtain a free DUNS number for your business by visiting www.dnb.co.uk/Forms/DUNS_Request.asp.

Welsh Language Requirements

The Successful Tenderer will need to ensure that services provided through this contract are compliant with the Authority Welsh Language Scheme for the Welsh Government and moving forward the Welsh Language Standards where applicable.

Freedom of Information Act

The Authority is committed to open government and operates under a Code of Practice on Public Access to Information to meeting their responsibilities under the Freedom of Information Act 2000. Any information that Tenderers submit as part of their response may need to be disclosed in response to a request under the Act.

Background

The Clydach Gateway site is situated within the Clydach Gorge in Monmouthshire and lies within both the Blaenavon World Heritage Site and Bannau Brycheiniog National Park (See Appendix 1 – Location Plans). It is currently owned by Monmouthshire County Council (MCC) and managed by its service group MonLife.

The main feature of the site is the Clydach ironworks that was founded around 1795 and produced iron from iron ore, limestone and coke, up until the closure of the site in 1871. The site now comprises the remnants of three blast furnaces with associated charge walls, part of a charge house, a water wheel pit and other masonry remains. This is protected as a Scheduled Monument and there is a responsibility to preserve as much of the remaining fabric as possible for future generations. See webpage: <https://www.visitmonmouthshire.com/things-to-do/clydach-ironworks-and-picnic-site-p2004151>

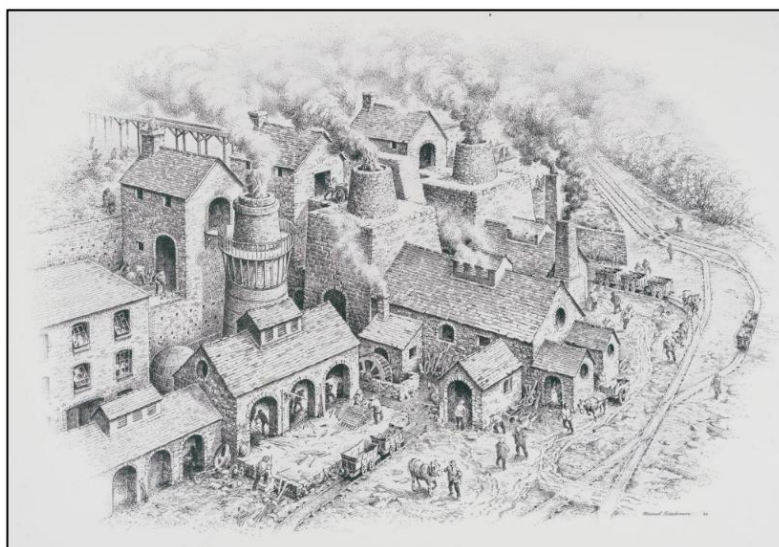


Figure 1. The Ironworks in its heyday

MCC is currently undertaking phases of targeted consolidation works to preserve the historic fabric and minimise ongoing maintenance requirements through vegetation clearance and stabilising the remains of the ironworks.

The wider site comprises of three distinct but adjacent parts (See Appendix 2): the ironworks, a car parking area and a picnic site all lying adjacent to the River Clydach. The site is popular with both the local community and tourists visiting the area for recreation and heritage interests. Currently around 600 people per week visit the site, peaking at weekends, with numbers steadily increasing over the last few years.

MCC has now secured Heads of the Valleys Legacy Funding from the Welsh Government to enable it to develop and implement plans to improve the Clydach Gateway site to provide a visitor gateway to the Clydach ironworks, gorge and countryside access network by building on the works already completed by MCC on the ironworks site, increasing connectivity of the three parts of the wider site and considering equality and inclusivity of provision, through a range of enhancement opportunities such as landscaping, access and signage improvements, creating a safe and accessible outdoor space and key tourist destination, improving the overall visitor experience and site appeal.

The project's main objectives that this procurement contributes to are:

- Clydach gateway enhancement works to enhance the visitor welcome, improve linkages to public transport and between the picnic site & ironworks, and increase the durability of the site's infrastructure
- Reinstate the Puck's Valley / Cwm Puca Trail and the Corridors to the Past Trail as key visitor routes through the gorge, including renewal of waymarking, promotion and other minor improvements.

The project meets the following objectives of the Welsh Government's Heads of the Valleys Legacy Funding:

- Facilitate economic regeneration.
- Deliver a project that is sustainable.
- Promote cycling and walking and provide opportunities for healthy lifestyles.
- Ensure all of these objectives are met with due consideration given to the impact on the environment.
- Deliver a project that integrates public transport and the local transport network.
- Supports and enhances local cultural heritage.

Scope of Works

MCC now requires the services of a consultant to enable it to realise its ambitions for the Clydach Gateway site by undertaking the assessment, design and oversee implementation of the scheme, to include the following key deliverables.

Key Deliverables

1. Undertake the duties of Principle Designer role as per CDM regulations (2015) during both pre-construction and construction phases.
2. Undertake a review and audit of current on and off site signage and interpretation.

3. Identify a series of enhancement opportunities for the site (see provisional list below).
4. Create a site Masterplan showing all the proposed enhancement opportunities.
5. Produce 3D visualisations of the site showing the proposed enhancement opportunities.
6. Provide support to MCC led consultation with the public and key stakeholders on the proposals, gathering additional ideas and amending existing. Key stakeholders will include: CADW, NRW, Bannau Brycheiniog National Park, MCC (Highways, Green Infrastructure, Countryside Access, Ecology, Planning, SAB), Llanelly Community Council, local elected Members, site neighbours. Consultation to include provision of consultation materials, guided site walkover, talks, workshops, etc.
7. Provide high level cost estimates of all potential enhancement opportunities.
8. Review list of enhancement opportunities with MCC to confirm items to take forward to detailed design and implementation stage. Capital delivery is expected to be circa £150,000 for which funds have been secured.
9. Undertake detailed design of the selected enhancement opportunities from the Masterplan, including for all soft and hard landscape works and signage structures/content/graphic design, for review and approval by MCC.
10. Secure all permissions and consents required for delivery e.g. planning permission, SAB, CADW consent, NRW licencing (including application cost).
11. Provide all scopes, specifications, designs, detailed information and bills of quantities required for construction works tender package and contractor/supplier quote requests, to enable MCC to procure contractors and suppliers for the implementation stage.
12. Assist MCC with selecting contractors and suppliers for implementation stage.
13. Provide construction ready drawings for implementation (all soft and hard works).
14. Project manage the implementation/construction phase, including providing technical guidance and advice on site to MCC and appointed contractors, to ensure delivery on site is as per designs, delivery timetable and budget.
15. Assist MCC and project partners with the reinstatement of the [Puck's Valley / Cwm Puca Trail](#) and the [Corridors to the Past Trail](#) as key visitor routes through the gorge, by:
 - Reviewing routes (including any linking routes from Gilwern) and their waymarking/signposting, agreeing improvements with MCC and project partners, providing final list of required improvements (with locations).
 - Reviewing existing leaflets (see links above), agreeing amendments with MCC and project partners, undertaking graphic design of new leaflets.
16. Ensure that any written or digital material and signage produced, is bilingual. Ensure that any training or public events are held bilingually (e.g. consultation).
17. Provide reports to, and attend meetings with, the Client and 3rd party consultants/contractors as required, including financial management of the contract, to report on progress and for effective delivery of the contract.

Enhancement Opportunities

MCC would like to see the following enhancement opportunities considered as part of the scheme development, but this list is not exhaustive and can be amended by MCC, the appointed consultant and through the public consultation process during the project:

1. Improving visitor welcome by:
 - Providing a package of new welcome signage, orientation and interpretation across the whole site (includes linking to the tourism signage installed as part of the A465 Heads of the Valley scheme).
2. Improving access by:
 - Resurfacing/levelling/smoothing/widening of paths within site.
 - Upgrading and rationalisation of vehicle parking areas and access to it.
 - Improving pedestrian access between the picnic site, car park and the main ironworks (subject to a highway safety assessment) to link the three areas together as a single community amenity area and visitor attraction.
 - Consideration of future access options beyond that which can be funded by the current grant funding such as a new shared use path coming up from the bus stop further to the north east, running off the main highway through the length of the site, so information is available to support future bids.
3. Increasing connectivity (through e.g. signage/interpretation improvements):
 - To the Clydach gorge and wider countryside access network, e.g. Puck's Valley Trail, Corridors to the Past Trail and Cwm Clydach National Nature Reserve.
 - To public transport by improved links to nearby bus stops.
4. Improving visitor safety by:
 - Improving the pedestrian link between ironworks, car parking area and picnic site by undertaking on and off highway works.
 - New replacement riverside fencing.
 - Upgrading main barbecue in picnic site.
 - Undertaking health and safety inspections / tree surveys etc and implementation of recommendations.
5. Enhancing biodiversity and improving visual appearance and appeal of site by:
 - Tree/shrub/wildflower planting.
 - Improving maintenance of site habitat.
 - Landscaping.
 - Sculpture installation.
 - Bench installation.
6. Supporting sustainable site management:
 - Increasing the durability of site infrastructure.
 - Supporting long term destination management through provision of parking for overnight stays.
 - Increasing volunteer support for site and countryside access management.

Your quotation should make due allowance for all requirements listed within this document.

A breakdown of costs to be provided by bidders for each of the individual Key Deliverables listed above, with details of number of consultant days and associated rates.

Provisional Project Delivery Timetable

Stage	Dates/Time
Contract Start	Friday 19 th September 2025
Inception Meeting	TBC (on or after 19 th September 2025)
Design, consultation, permissions process	Q3 – Q4 2025 (Sept 25 – Mar 26)
Tender and procurement of implementation / construction contractor(s)	Q1 2026 (Apr – Jun 26)
On site implementation / construction	Q2 - Q4 2026 (Jul 26 – Mar 27)
Deadline for completion of all design, construction and project work on site	31 st March 2027
Final invoice by	31 st March 2027

Procurement Timetable

Stage	Dates/Time
Issue of Request for Quotation	Thursday 14 th August 2025
Deadline for Clarification Questions	Noon Tuesday 9 th September 2025
Closing date for Submission of Tender	Noon Monday 15 th September 2025
Award of Contract	Wednesday 17 th September 2025
Contract Commencement	Friday 19 th September 2025

Award Criteria

All quotations will be evaluated and awarded on the basis of the most advantageous offer, not lowest cost, assessed on the following award criteria.

Price: 30% (please refer to Pricing Schedule below)
 Quality: 70%

See separate **Scoring Methodology** document detailing the scoring methodology to be used by MCC for the evaluation of responses, available from the Sell2Wales portal.

Technical (Quality) responses will be evaluated on the following basis:

QUALITY 70%	Quality will be measured against the following criteria which have been weighted according to relative importance as follows:	CRITERIA SCORE
Q1 Experience	<p>Please describe how your previous experience of, and knowledge gained from, working on similar previous projects will benefit the successful delivery of the services required under this contract as described in this document, giving examples of recent similar projects that you've completed.</p> <p><i>Please limit your answer to a maximum of 2 sides of A4 (minimum font size 10, Arial, single spacing).</i></p>	30%
Q2 Resources	<p>Please identify the qualified personnel that will be assigned to deliver the work for this contract, the roles and responsibilities they will undertake along with the skills, knowledge and experience they will bring to the project.</p> <p><i>Please limit your answer to a maximum of 2 sides of A4 (minimum font size 10, Arial, single spacing).</i></p>	25%
Q3 Project Management	<p>Clearly describe the process that you will follow to successfully deliver the contract. To include:</p> <ul style="list-style-type: none"> • Confirmation of your ability to deliver the work within the timescales outlined. • Description of how you would intend to deliver this contract. • Provide a Work Programme Plan outlining key stages of the work and indicative timeline/dates. <p><i>Please limit your answer to a maximum of 2 sides of A4 (minimum font size 10, Arial, single spacing).</i></p>	25%
Q4 Risk Management	<p>Outline your approach to Client risk management and include a risk register covering no more than the top 10 risks and how you would propose mitigating for these risks.</p> <p><i>Please limit your answer to a maximum of 1 side of A4 (minimum font size 10, Arial, single spacing).</i></p>	10%
Q5 Communication and Stakeholder Engagement	<p>Please describe how you will ensure consistent communication with the Client and appropriate engagement with all required key stakeholders during the delivery of the contract. Provide a Communication Plan.</p> <p><i>Please limit your answer to a maximum of 1 side of A4 (minimum font size 10, Arial, single spacing).</i></p>	10%

PRIVATE & CONFIDENTIAL

SUPPLIER RESPONSE

Suppliers shall evidence within the spaces provided below **specific** responses to the above questions:

Q1

Q2

Q3

Q4

Q5

SUPPLIER RESPONSE - PRICING SCHEDULE

Description (cost breakdown) <i>Add additional lines as required</i>	Price (£) excluding VAT (Including all reasonable expenses)
TOTAL:	£

Please confirm this offer value in writing:

.....pounds and pence.

Company Name:

Address:

.....

Contact name:

Tel:

Email:

DUNs Registration Number:

I certify that this offer provides an accurate cost for provision of all the goods or service requested in this quotation, all associated costs in providing this offer, and any subsequent pre-contract meetings;

I also confirm that this offer remains open for a period of 90 days

Signed:

Position:

Date:

Non-Collusion Declaration

CLIENT: MONMOUTHSHIRE COUNTY COUNCIL

WORKS: Clydach Gateway Design

RETURNABLE:

The essence of the process is that the customer shall receive bona fide competitive tenders from all firms. In recognition of this principle, we certify that this is a bona fide tender, intended to be competitive, and that we have not fixed or adjusted the amount by or under or in accordance with any agreement or arrangement with any other person. We also certify that we have not done and we undertake that we will not do at any time before the returnable date for this tender any of the following acts:

- a) Communicating to a person other than the person calling for these tenders the amount or approximate amount of the tender.
- b) Entering into any agreement or arrangement with any other person that he shall refrain from submitting a tender or as to amount of any tender to be submitted.
- c) Offering or paying or giving or agreeing to pay or give any sum of money or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any other submission for the said work any act or thing of the sort described above.

In this certificate, the word 'person' includes any persons and anybody or association corporate or incorporate; and "any agreement or arrangement" includes any such transaction, formal or informal, and whether legally binding or not.

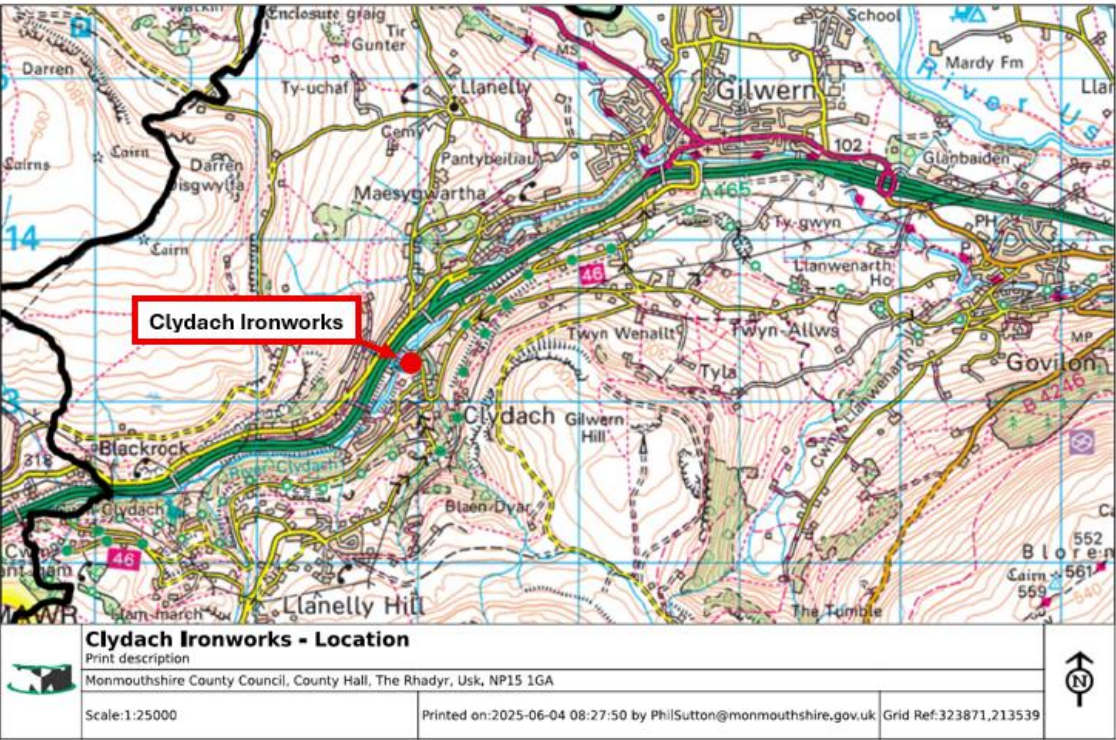
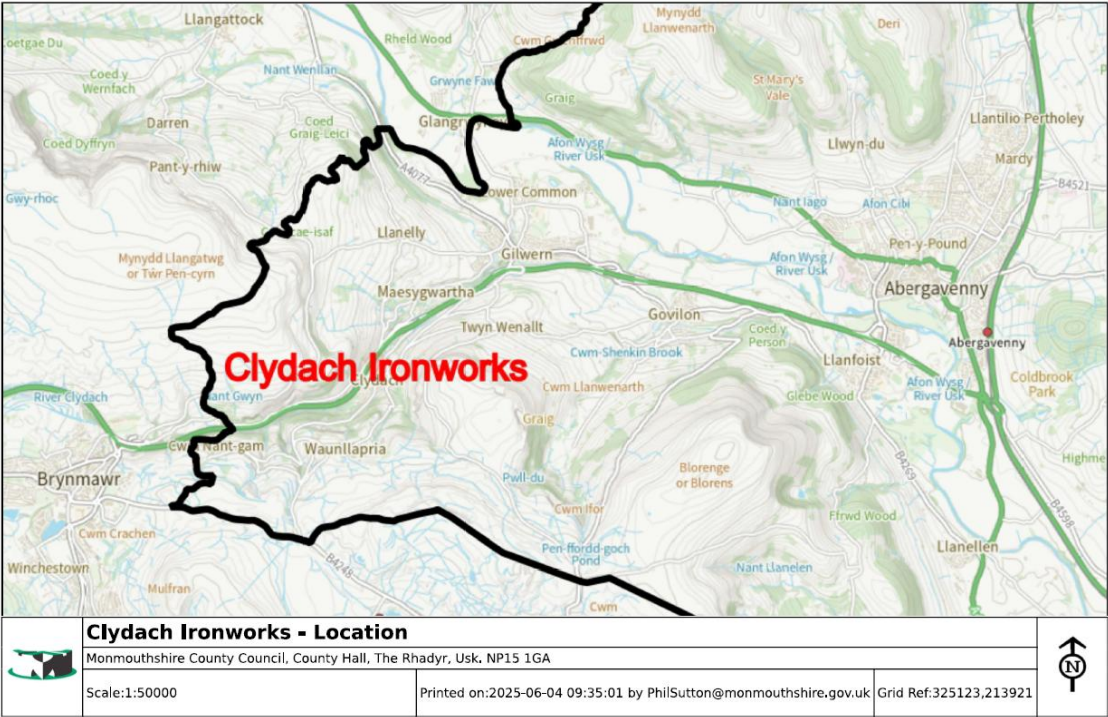
Signed:

On behalf of:

Date:

APPENDICES

Appendix.1 – Location Plans



Appendix.2 – Plan of Site

