



New Forest Archaeology: Volunteer and Community Group Resource Review Brief

Invitation to Tender

We are now seeking tenders from those who might be interested in undertaking the resource review and assessment as detailed in the brief.

If you would be interested in tendering please return your quote by: **30th April 2018** to tender@newforestnpa.gov.uk using the title '**NFPA – 0043**'

As this piece of work is funded through Heritage Lottery Fund as part of the *Our Past, Our Future* Landscape Partnership Scheme we have decided to set the value of the tender at: £10,000.

This means that the winning tender will be purely selected on their proposed methodology and project timeframe.

This tender has been put together with the knowledge and support of both the Heritage Lottery Fund, Historic England and the Chartered Institute for Archaeologist's Voluntary & Community Archaeology Special Interest Group, who have offered to help promote and disseminate the review.

Tenders are requested to consider detailing their proposed methodology to the following elements: review, assessment, engagement and reporting. A consideration of what percentage of the overall budget will be spent on each of these elements is also requested.

Resource Review & Assessment

Tenderers are requested to provide some detail on how they will approach the review and assessment aspect of the project.

The tenders will be judged on approach to accessing and sourcing existing resources along with how they will be reviewed alongside each other and how they might be compared,

assessed for usefulness and how the strengths/weaknesses of these resources can be captured for learning.

Evaluation: Community Group Engagement

Tenderers are requested to provide some detail on how they will approach the engagement and evaluation aspect of the project.

The tender will be judged on level of engagement with community group and how their input is into the review is sought and processed.

The engagement of New Forest groups will be supported and promoted by the NFNPA Community Archaeologist

The engagement of national groups will be supported and promoted by the HLF, HE and CIFA.

Reporting

Tenderers are requested to provide some basic detail on how they will approach the reporting aspect of this project.

The tender will be primarily judged on proposed approach to assessment and engagement elements. However it would be good to see some consideration of how you might seek to bring the potential large amounts of data collated from both elements into a final report and how it will be used to produce learning points or a toolkit with phase 2 in mind.

Proposed Timeframe

Please supply an overall timeframe for the project with your tender, considering a breakdown of time spent on the assessment, engagement and reporting strands.

Questions

If you have any questions about this tender please contact:

James Brown
New Forest Community Archaeologist
James.brown@newforestnpa.gov.uk
01590 646695

