

CHICHESTER HARBOUR CONSERVANCY SPECIFICATION

SNOWHILL MARSH SCRUB CLEARANCE WORKS QUOTE SUBMISSION DOCUMENT

This submission document and all other necessary documents must be submitted by 5pm on **Friday 4 September 2026, in electronic format.**

Please send to kate.bull@conservancy.co.uk with the subject “**Snowhill Marsh scrub clearance works**”.

SECTION A - SUPPLIER DETAILS

Organisation Details	
Name of company	
Full name of individual submitting quote	
Job title of individual submitting quote	
Contact phone number	
Contact email address	
Registered address (if applicable)	
Registered website (if applicable)	
Ownership (solo trader or private limited company)	
Number of years established	

Total number of staff employed	
Will you be using sub-contractors to fulfil the requirements? If so, please specify.	
Authorised Signatory	
Date	

SECTION B – METHOD STATEMENT

This section can be provided as a separate document if preferred.

Evidence should be provided to demonstrate how you will deliver the requirements of the project as listed in Table 1 of the quote specification.

SECTION C – COSTINGS

Work Component	Price £ (Excluding VAT)
Planning & works preparation including materials required, vehicles, access etc	
Scrub clearance including chipping/shredding	
Removal and disposal of cleared items and completion of works	
Total Project Cost	

SECTION D – EVIDENCE OF RELEVANT EXPERIENCE

Do not include client names unless essential

Please provide evidence of similar pieces of work completed in the past 10 years including (if possible), projects undertaken in a site designated for nature conservation/landscape importance.

You can provide the information below or in a separate document if preferred.

SECTION E – CHECKLIST OF OTHER DOCUMENTS

Checklist for other documents	☐
Risk assessment	☐
Health and safety policy	☐
Environmental & Sustainability policy	☐
Insurance documents	☐

Within Company Policies Attached
Approach to Contract attached

SECTION F – DECLARATION AND SIGNATURE

I declare that to the best of my knowledge the answers submitted and information contained in this document and my supporting documents are correct and accurate.

I understand that the Conservancy may reject this submission in its entirety if there is failure to answer all the relevant questions and attach all the relevant documents, or if false/misleading information or content is provided in any section.

Name	
Role in organisation	
Organisation	
Signature	
Date	

END.