



Invitation to Tender

River Leadon – Ledbury Weir Easement Optioneering and Concept



Location: HR8 2FY, SO 69898 37233



Date of issue: 26th May 2026.

Dear Contractor,

Severn Rivers Trust (SRT) are seeking a qualified consultant to identify the most effective, most feasible and acceptable options for fish passage with a concept design for the most feasible option. We would expect an estimation of cost of delivering the most feasible option.

You are invited to tender, in competition with others to provide the services specified in this document to SRT.

The following documents are enclosed and must be, where applicable, completed and signed by the supplier.

A	A Brief Introduction
B	Tender Instructions and Information
C	Specification of Services/Goods
D	Company Information
E	Form of Offer
F	Terms and Conditions
G	Certificate of Offer

Your tender response should be emailed to Matt Byrne by 16:30 on the 26th June 2026.

Only tenders submitted in accordance with SRT's Terms and Conditions will be considered. Any tenders that are incomplete, or received after the time indicated, may be disregarded.

If you wish to discuss any aspect of this tender prior to tendering, please email matt.byrne@severnriverstrust.com.

If you do not wish to tender on this occasion, please let us know by email.

Yours sincerely

Matt Byrne

Severn Rivers Trust (SRT) are working on behalf of Afonydd Cymru to support Welsh Water's AMP8 Fish Passage Programme. One of the assets highlighted in this programme is the Ledbury Weir which SRT are seeking an options appraisal to inform on a solution for fish passage, that can be delivered through the AMP Programme by March 2030. Ledbury Weir is owned by Welsh Water and consists of a stepped weir with two pre-barrage blockstone weirs (owned by the Environment Agency) and has been identified as a partial barrier to fish passage during low flow conditions. The main weir protects a Welsh Water mains water pipe as well as a Severn Trent sewage pipe behind the weir.

It is located upstream of Little Marcle Road where it joins the Leadon Way at a roundabout. There is a small grass clearing, owned by Herefordshire County Council to the left hand bank where the weir is visible, and a footpath runs along this bank upstream. The main weir structure is flanked by sloped concrete banks that form the side of the channel there.

SRT visited the weir in May 2026, confirmed its state and noted the following observations:

- Weir structure is intact and as described.
- Minimal in-channel complexities aside from the structure itself.
- Access for plant or vehicles would be from upstream off the Leadon Way (SO 69895 37648).
- No overhead utilities around the weir, however there are manholes on the left hand bank for access to the Welsh Water asset.

Severn Rivers Trust are looking for a consultant to progress the project identifying suitable easements for fish passability. Following completion of the contract, Severn Rivers Trust, the landowners and other stakeholders such as the EA should be confident that the best option can be taken forward to the outline and detailed design stages.

For an overview of Severn Rivers Trust, please go to: [Our Work | Severn Rivers Trust](#)

Site Details

Ledbury Weir – Ledbury, HR8 2FY

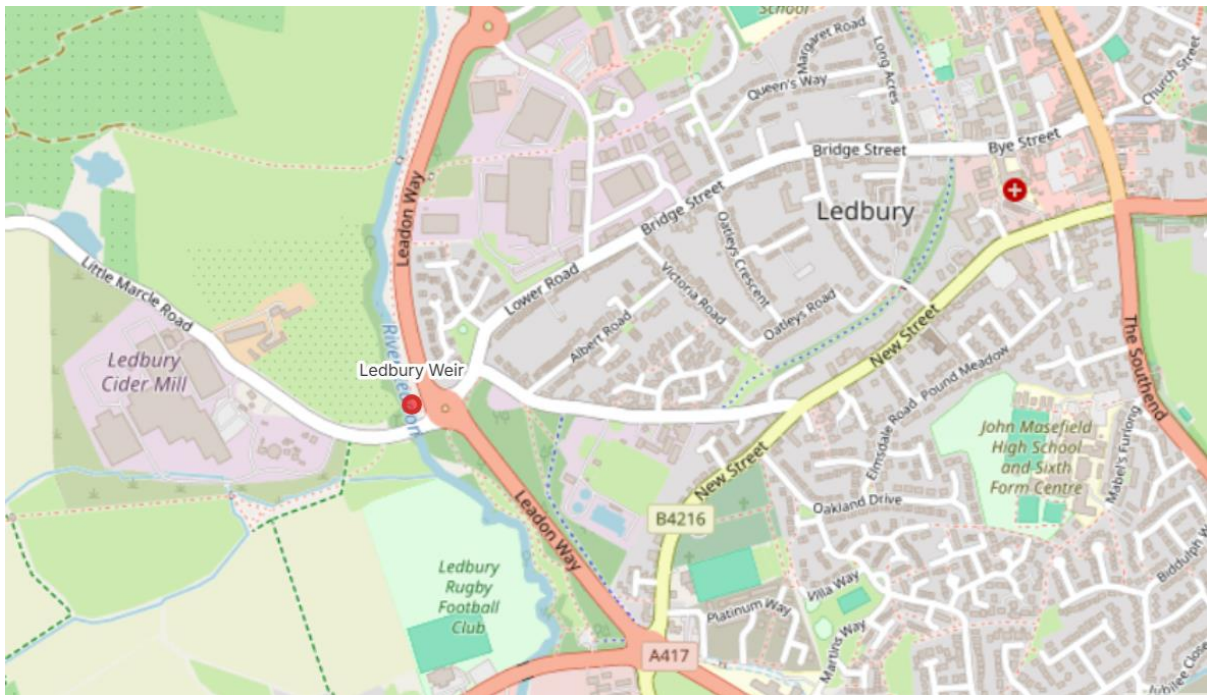
Location of the barrier:

NGR – SO 69898 37233

Lat Long – 52.032681, -2.4402010

W3W - taker.resolves.concerts

Site Maps



Map 1. Overview map of the barrier. Note: River Leadon flows North to South.

Site Photographs



Image 1. Site photograph of the upstream stepped section of the Ledbury Weir from the left hand bank.



Image 2. View of the top of the stepped weir section looking downstream to the blockstone weirs.



Image 3. Site photograph of the first blockstone weir looking upstream.



Image 4. Site photograph of the stepped weir. Note the man-made banks as well as the in-channel structure.

B - Tender Instructions and information

1. This document is designed to be completed electronically. You are required to mark boxes, insert information or submit additional documentation in response to the questions within. Whilst the text boxes should expand as you add text, if there is insufficient space for your response, please attach a separate document clearly marked with the name of your Company, the reference number and the number(s) of the question(s) to which it relates. Please 'sign' this document by adding your name or e-signature to the end of section G.
2. If you are unable to comply with a request for information or provide documentation requested, then a written account explaining the absence of the information must accompany the return of this tender. Please be aware that the failure to respond to any of the questions, without a written reason, may result in a negative evaluation of that element within the overall evaluation of this questionnaire.
3. SRT may require supplementary information or clarification, or further evidence of the information given. SRT may wish to visit reference sites given as evidence of relevant experience.
4. Please answer the questions specifically for your company, not for the group if you are part of a group of companies. Please note the term "Company" refers to: Sole trader, partnership, incorporated company, co-operative, or voluntary organisation as appropriate.
5. During the term of this agreement and for 1 year thereafter, neither party shall solicit to work for any person who is or was employed by the other party and who has been involved in the provision of the Services at any time during the preceding 12 months. For the avoidance of doubt, if a person who is or was employed by the other party at the relevant time responds to a publicly advertised recruitment campaign, the recruiting party shall not be deemed to have solicited that person from the other party. If either party is in breach of this it shall pay to the other party an amount equivalent to the gross salary paid by that other party to the relevant employee for the final 12 months of employment.
6. No charge will be made to SRT by applicants for any preparation costs accrued during the tender process, whether the tenderer was successful or not.
7. You are invited to submit your best offer for the work as detailed below. SRT reserves the right to undertake post-tender negotiations.
8. If you require any further information or clarification regarding this tender, please email matt.byrne@severnriverstrust.com
9. It should be noted that in any contractual relationship that is subsequently entered into, reference will be made to the detailed information provided in the formal response to this tender document provided by the successful organisation. Thus, answers and information given in your reply will become a binding part of the contractual obligations between yourselves and SRT.

Timetable

Invitation to Tender document issued	26/05/2026
Tender documents to be returned	26/06/2026
Award of contract	31/07/2026*
Commencement of services / orders for goods	17/08/2026*
End of contract	30/11/2026*

***Subject to changes based on confirmation of funding**

SRT does not bind itself to accept the lowest priced Tender and reserves the right to accept only part of a Tender. SRT reserves the right to procure individual elements of the required service from one or more supplier as appropriate.

Whilst SRT aims to provide individual feedback on unsuccessful submissions this may not always be possible, and SRT is under no obligation to do so.

Tender Evaluation Process

Tenders that fulfil the essential requirements will be evaluated on the following weightings, as detailed below.

Criteria	Weighting
Demonstratable evidence of relevant previous works evaluating and undertaking technical fish passage solutions.	30%
Method statement and resources, including indication of subcontracting and health & safety processes and procedures.	30%
Ability to deliver on time and explanation of delivery window.	10%
Cost.	30%

C - Specification

The main objective of this contract is to establish which of the options is most feasible and acceptable to the land and asset owners and other key stakeholders. Following completion of the contract, Severn Rivers Trust, the landowners and other stakeholders such as the EA should be confident that the best options can be taken forward to the outline and detailed design stages and the seeking of permissions and consents.

The contractor shall work with Severn Rivers Trust to identify the most effective (passable for multiple species), most feasible and acceptable option for fish passage. In order to achieve this, we believe the activities suggested below should be undertaken at the site.

Ledbury Weir

The contractor shall undertake the following activities:

- Desk based assessment.
- Site surveys.
- Topographic surveys (to provide a basis for concept design).
- Optioneering:
 - Optioneering matrix with associated scorings.
 - How pre-barrage influences easements of main weir structure and if the pre-barrages themselves need easing.
 - Establish whether removal of the weir is feasible through engagement with Welsh Water and the EA (the asset owners).
 - Stakeholder workshops.
 - Concept designs for the most suitable/highest scoring option.
- Each option should reference which environmental permits would be required for delivery (e.g. Impoundment Licence, FRAP).
- Reference any suspected ecological impacts from the delivery of the different options.
- Early contractor involvement to establish estimated costings to take the highest scoring option forward to detailed design and delivery.
- Recommended scope of works for the outline and detailed design stage of the project.

Project Management and Stakeholder Liaison

The contractor shall provide ongoing project management and communication services throughout the project lifecycle, including:

- Regular liaison with Severn Rivers Trust and other relevant partners that may be involved in the process.
- Management of internal project processes, progress tracking, and communication.

Identification of any further required deliverables

The contractor shall identify and make the client aware of at the earliest opportunity, any further activities that may be required during this project.

Known site constraints

- A Welsh Water and Severn Trent asset are housed by the weir.
- No other utilities were seen or detected through an online services check.
- The weir is close to a busy road, approximately 10 metres from the left hand bank.
- There is a footpath that runs alongside the left hand bank.
- There is a large clear-span bridge approximately 20 metres downstream of the weir and pre-barrages.

FOR COMPLETION BY THE SUPPLIER

*Are you able to meet this specification in full? If so please give details below
If not please state any differences in service offered*

Specification met? Yes /Part met / No (tick as appropriate)
Details

D - Company Information

1.0 General

1.1 Registered Name

Trading Name (if different)

1.2 Correspondence Details

Name of person applying on behalf of the company

Address:

Telephone:

Mobile:

Email:

Registered office Address (if different from above)

1.3 Company Registration No (if applicable)

VAT registration number (if applicable)

1.4 Date company was founded (if a limited company, date of incorporation)

1.5 Company structure and nature of company

Please outline the nature of the company, whether it is a partnership, sole trader, plc etc.

Is the company proposed as party to the contract part of a larger organisation? If so please explain the relationship between the various parts of the organisation, up to the ultimate holding company.

Current number of full time equivalent staff currently employed by the company (not larger parent company)

2.0 Insurance Documentation

2.1 Insurances (a scanned copy of each certificate will be requested)

	Insurer	Policy No	Value of Cover	Expiry Date
Employers Liability				
Public Liability				
Prof. Indemnity				

3.0 Health & Safety and Environment

3.1 Has your company been served with any enforcement or prohibition notices or been prosecuted in the past 5 years for breaches of health & safety legislation?

YES **NO** If yes please provide full details.

3.2 Has your company been served with any enforcement or prohibition notices or been prosecuted in the past 5 years for breaches of environmental legislation?

YES **NO** If yes please provide full details.

3.3 Has your company been served with any enforcement or prohibition notices or been prosecuted in the past 5 years for breaches of data protection legislation?

YES **NO** If yes please provide full details.

3.4 Have any restrictive clauses in relation to your company's Employer's Liability, Public Liability or Professional Indemnity Insurance policies been enforced in the last 5 years due to past Health & Safety performance?

YES **NO** If yes please provide full details.



G - Certificate of Offer

We certify that this offer is made in good faith, and that we have not fixed or adjusted the amount of the offer by or under or in accordance with any agreement of arrangement with any other person.

Signed	
On behalf of	
Date	

Please note: a name added in an electronic document is functionally equivalent to a signature.