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14th July 2016

Dear Sir or Madam,

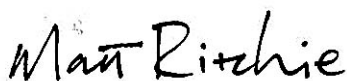
Invitation to Tender: archaeological excavation of Na Clachan Aoraidh four poster

You are hereby invited to provide a detailed quotation and supporting short **Archaeological Project Design** in order to undertake and report on the archaeological excavation of Na Clachan Aoraidh four poster stone circle in Allean Forest above Loch Tummel. Your quotation should be in accordance with the attached **Brief for Archaeological Excavation**.

- Project Designs and tenders must arrive at the address above by 12 noon on the 10th August 2016 clearly marked **TENDER MR/2016/06**.
- A sum of up to [REDACTED] is available in order to write the Project Design, payable within 31 days of receipt of an invoice. Part one of the Project Design may be used within a published case study and will be considered Crown Copyright.
- **Stage One** fieldwork must be planned and undertaken in August / September / October 2016; and the interim report received by the 26th November 2016. Following the agreement of a post excavation research design, it is anticipated that the bulk of any agreed **Stage Two** post excavation analysis should be completed by the end of March 2017 (*costs out with this tender*).
- Only tenders in the format requested (marked sealed letter or email) will be considered.
- Tenders by telephone or received after the closing date will not be considered.
- Please make sure that figures are clear and that the submission is both signed and dated.
- The Forestry Commission is not bound to accept the lowest or any tender.

The tenders will be assessed using the following criteria (in no particular order): cost and price schedule; project objectives, methodology and specifications (following the Project Design requirements); and the relevant recent project experience of the proposed project team (although the project could be used as a mentored CPD opportunity). FCS reserves the right not to award any contract as a result of this exercise.

Yours faithfully,



Matt Ritchie
FCS Archaeologist

Brief for Archaeological Excavation

Project: Na Clachan Aoraidh
Grid reference: NN 838 620
Forest District: Tay
Brief prepared by: Matt Ritchie

Site Location and Description

Na Clachan Aoraidh 'four poster' stone circle is an early Bronze Age ceremonial site on the limestone ridge of Cnoc na Craoibhe above Loch Tummel. The name translates as the '*Stones of Worship*'. The site comprises a quadrilateral arrangement formed by four large orthostats, generally thought to date to the early Bronze Age (early 2nd millennium BC). Although likely ceremonial, the few excavated examples often also display activities associated with funeral pyres and cremation burials. There is a particularly dense concentration of such sites in northern Perthshire, with examples scattered through the Tay, Earn and Tummel valleys.

The site has significant archaeological importance, both in terms of buried archaeological deposits and in structural detail – and as a monument within the wider landscape. The site is situated on a distinct stone built grass covered platform that measures 16.5m in diameter and up to 0.7m in height. This unusual feature has kerb stones visible on its SE side. The south-westernmost of the four stones is upright and measures 1.2m in height; the others, of similar size, are either recumbent or semi-recumbent. A slight hollow in the center of the platform was visible (probably the result of unrecorded antiquarian investigation); this hollow has recently been extended as a result of an illegal bonfire. The site is scheduled as a monument of national importance (SM 1572). This view faces NW.

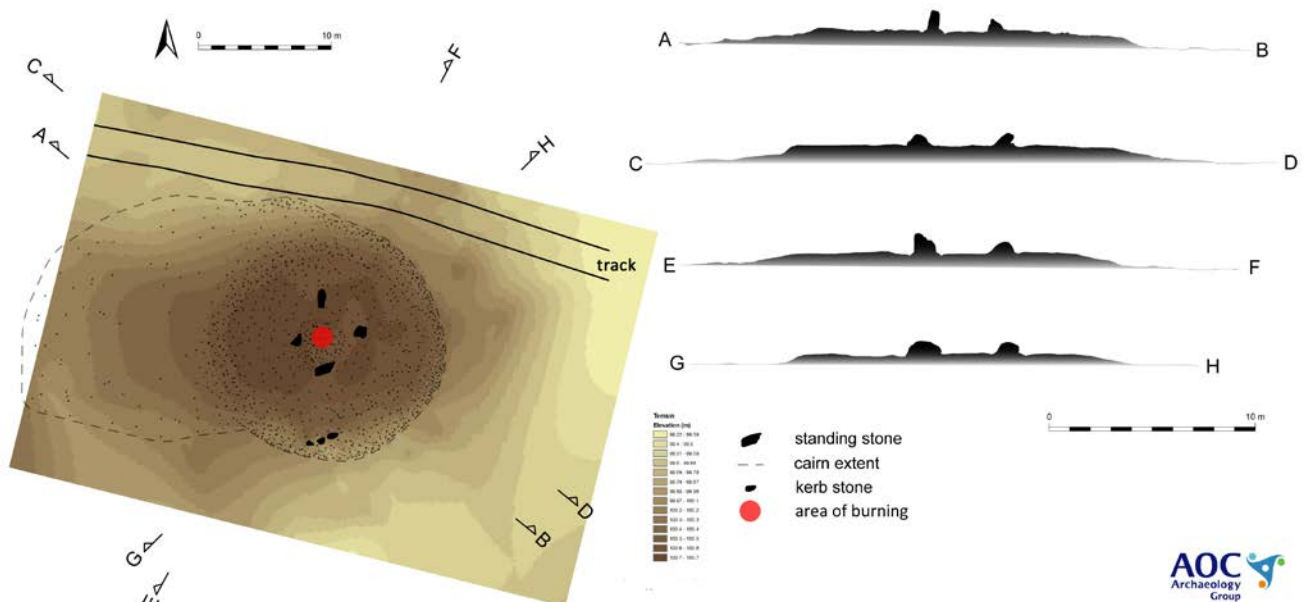


An archaeological measured survey of the site was undertaken by laser scan in 2012, alongside a programme of geophysical investigation (see AOC Archaeology 2012). The geophysical results indicate the presence of significant buried archaeology extending beyond the visible remains. Several features associated with the stone circle have been identified, including a stone kerb / revetment at the edge of the raised platform; a possible ring-ditch outside the platform; and possible cist burials.

Archaeological work required

An illegal bonfire has damaged the central area of the site, creating a pronounced hollow perhaps c. 1.5m in diameter. An archaeological excavation is required in order to evaluate the damage caused by the illegal fire pit, ascertain the extent and nature of surviving archaeological deposits, protect surviving features and enhance the historic environment record, adding to our knowledge of both the individual site and its regional context).

The **Scottish Archaeological Research Framework** highlights several key questions in regard to *Belief Systems and Ceremony in Bronze Age Scotland / Cosmology and Bronze Age Monuments*, one of which is simply 'when exactly, and why, were 'four posters' built?' One of the key research recommendations calls for a 'more complete understanding of whole range of 'ritual' monuments'.



In discussing the project with Historic Environment Scotland, they agreed that this would be a useful "case study on effects of burning on archaeological sites for future management decision making" and recommended that "proposals should follow policy for protection of scheduled monuments primarily through principle of minimal intervention. Extensive intervention to gain further knowledge about Bronze Age ritual structures will require a more robust justification under policy".

The project is envisaged as two distinct stages:

- **Stage One:** fieldwork and interim reporting; and
- **Stage Two:** post-excavation analysis and final reporting (*out with this tender*).

The aims and objectives of **Stage One** archaeological work are to evaluate the damage caused by the illegal fire pit and to determine the character, extent and nature of any archaeological deposits revealed. It is anticipated that the archaeological work will involve the excavation of a number of hand dug trenches to evaluate in detail the extent and preservation of *in situ* deposits

and the extent and nature of the disturbance (the exact locations and dimensions subject to the approved Project Design). **A budget of [REDACTED] has been set aside for Stage One.**

Access for the archaeological work (and supporting detailed risk assessments etc) **must** be planned and agreed **in advance** with Tay Forest District:

- Graeme Findlay [REDACTED]

Following the completion of the fieldwork (and stable re-profiling / consolidation of the excavated areas, including the provision of a central sub-surface protective layer of gravel), a summary report will be submitted for comment, completing **Stage One**. This interim report will detail the results of the fieldwork and include recommendations for any appropriate post-excavation, analysis and reporting (a post-excavation research design). The design will identify any materials recovered and the types of analysis that can be pursued. It will also identify the costs associated with any work required and indicate a proposed timetable. **Stage Two** must be agreed in advance by the FCS Archaeologist and is out with this tender.

One paper copy of the interim report should be sent to the FCS Archaeologist alongside a digital copy of the interim report with finished plans, illustrations and photographs on CD/DVD (in .pdf, .doc and .jpeg formats). The interim report must also be submitted to the OASIS database (for dissemination to the National Collection of RCAHMS and the Local Authority Historic Environment Record). A summary report should also be arranged to be sent for inclusion to Discovery & Excavation in Scotland.

Project Design

The submitted **Project Design** should include options, methodologies and costings for the excavation and likely post excavation analysis. It must contain the following elements (in two parts):

- **non-technical summary;**
- **introduction**, including site location and description;
- **background** archaeological context;
- **objectives**, including the general and specific aims of investigation;
- **methodology** (Stage One excavation, sampling and recording methodology, artefact and ecofact collection and indicative timetable etc);
- **initial reporting** strategy;
- **analysis and publication** methodology (indicative Stage Two post-excavation methodology and report preparation);
- **archive deposition;** and
- **Health and Safety** considerations.

and

- Stage One project **costs**
- **Organisational and staffing profiles;** and
- **Indicative** Stage Two **costs** (ie typical post-excavation analysis that may be required).

The chosen Project Design will be used to apply for **Scheduled Monument Clearance** from Historic Environment Scotland and may require to be adjusted as a result of subsequent conditions.

Specifications for Archaeological Excavation

[to be supplied by the archaeological contractor]

Project: Na Clachan Aoraidh
Grid reference: NN 838 620
Forest District: Tay

Specification:

The specification, outlining the proposed methodologies for the investigative techniques listed in the Brief for Archaeological Excavation must be validated by the FCS Archaeologist. A projected timetable must also be agreed for the various stages of work, so that provision can be made for monitoring. Staff structure, including specialist sub-contractors, must be agreed, through a list of key project staff with qualifications and experience. The work must be carried out by a professional archaeological organisation (membership of the *Chartered Institute for Archaeologists* is not a prerequisite although FCS require professional archaeological organisations to adhere to the CIfA's principal Codes of Conduct ensuring competence and good operating practice). Health and Safety matters must be primarily a matter for the contractor. However, in the name of general responsibility, it is reasonable for FCS to require evidence of conformity to the Health and Safety at Work Act. The archaeological contractor's staff, sub-contractors and monitors must comply with any FCS requirements for reporting entering and leaving site. The specification should confirm details of the insurance cover held by the archaeological contractor. The specification will need to verify that agreement has taken place over the ownership of the archive and the copyright procedures for the documentary element.

Price:

All prices for the Services shall reflect the actual cost to FCS for the Services supplied to the Purchaser.

Price schedules should be described in as much detail as possible; and all prices and rates shall be quoted in Pounds Sterling.

Value Added Tax (VAT) shall not be included in the Tender price but shall be shown separately on invoices. Your Proposal shall highlight any elements of the price where standard rate VAT would not apply.

Any price shall be fixed and valid for 30 days; and notwithstanding the provisions of the FCS Conditions of Contract, shall then remain fixed from the date of execution of any resulting Contract.

All prices and rates shall be binding from the date of execution of the Contract.

All prices shall include all fees, expenses, outlays and charges whatsoever incurred by the Supplier in carrying out the Services. For the avoidance of doubt, this includes but is not limited to: all liaison with third parties, meetings, all travel and subsistence, Health & Safety Plan, copies of all/any materials produced, telecommunications, photocopying, postage, printing and related preparatory documentation costs.

Tender Declaration:

A declaration that the Tender is genuine should be supplied, signed and dated.