



Pre-Qualification Questionnaire

Maintenance Dredging Works - Supplier Pre-Qualification

Below is a pre-qualification questionnaire which relates specifically to the maintenance dredging of the harbour for February / March 2027.

The purpose of a pre-qualification questionnaire (PQQ) is for the Harbour to assess the suitability and eligibility of potential suppliers or contractors before they are invited to submit full tenders.

Most recently the Port and Marine facilities safety code has been updated and has emphasised:

Regulation of marine craft

4.34 Local legislation may empower organisations to register, inspect and license commercially operated craft. Where this is not the case, the organisation's risk assessments should show some form of agreement with commercial operators about the maintenance and proper use of these vessels.....

Company Information:			
	Required Info	Detail	Remark
1.	Business Name		
2.	Company registration number		
3.	Trading address		
4.	Contact information	Email: Telephone: Address: (if different from Trading)	
Financial Standing:			
5.	VAT Number		
6.	UTR Number		

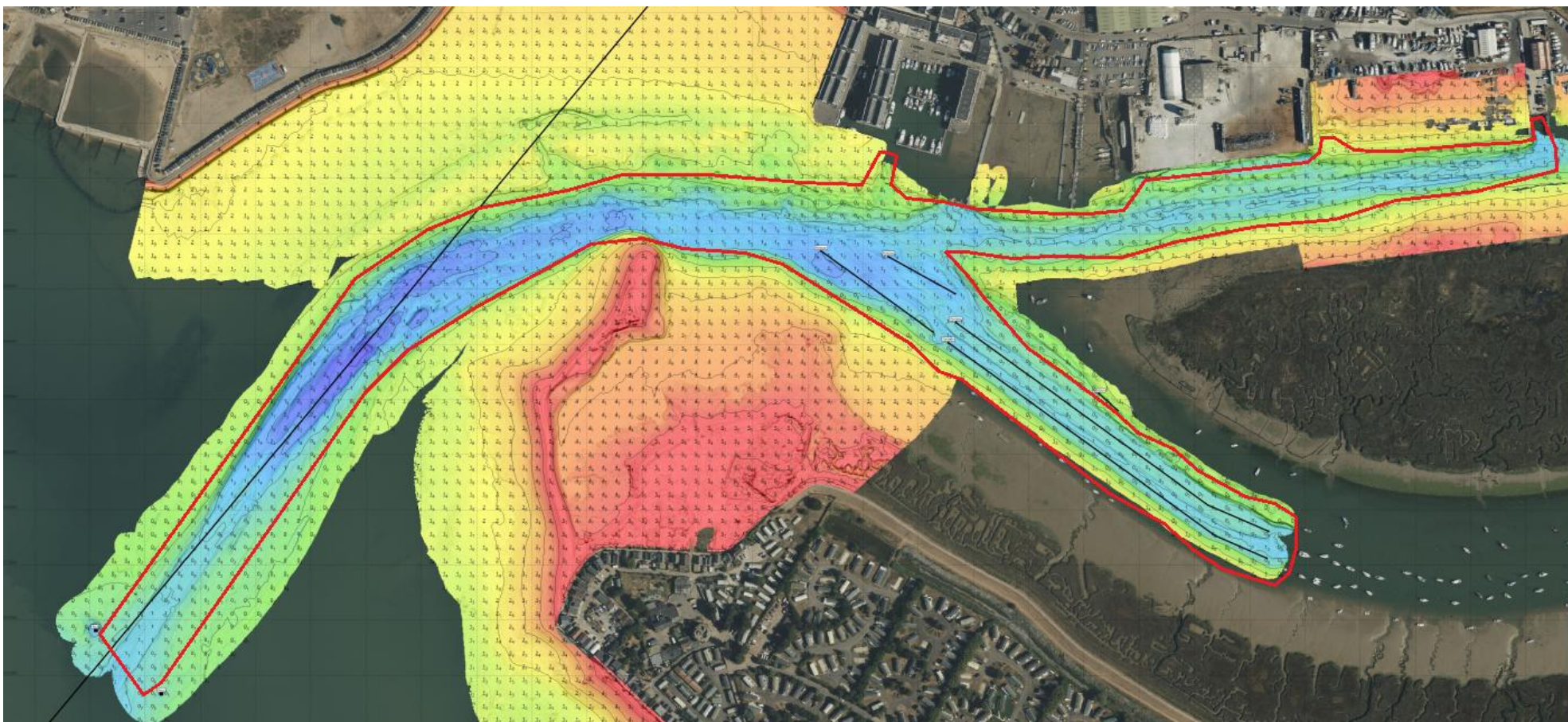
7.	Insurance coverage		
8.	Public Liability and equipment failure coverage		
9.	Any past or ongoing financial issues		
10.	Please provide details of any current or previous financial, legal or other disputes with Brightlingsea Harbour Commissioners		

Insurance Details:			
11.	Public Liability		
12.	Employers' Liability		
13.	Professional Indemnity		
14.	Any Other Relevant Insurance Information		
Accreditations and Memberships: Relevant industry certifications (e.g., ISO 14001 for environmental management, CHAS for health and safety), Workboat Association and memberships in relevant trade associations.			
15.	Name	Accreditations and Memberships	
16.	Name	Accreditations and Memberships	
17.	Name	Accreditations and Memberships	
18.	Name	Accreditations and Memberships	

Experience and Past Performance:			
19.	Project Experience:	Detailed case studies of past dredging projects, including the scope of work, value, and client references.	
20.	Relevant Experience:	Experience with similar dredging techniques, equipment, and environmental conditions.	
21.	Personnel Expertise:	Information on key personnel involved in the project, including their qualifications, experience, and roles. A separate list is required with names, role, qualifications, commercial endorsements, dates from and to. <u>See Annex.</u>	

Health and Safety (Please supply evidence where asked):			
22.	Health and Safety Policies:	Detailed policies and procedures related to health and safety, including compliance with relevant legislation (e.g., Health and Safety at Work Act 1974) and PMSC. Attach list of policies	Evidence
23.	Accident/Incident Records:	Details of any accidents, incidents, or near miss reports in the last 12 months, as well as safety-related awards or recognition.	Evidence
24.	Risk Assessments:	Information on how the subcontractor identifies and manages risks associated with dredging operations. Attach examples of RAMS	Evidence
Technical Capability and Resources (Please supply evidence where asked):			
25.	Equipment List	Details of the dredging equipment owned or available to the subcontractor, including specifications and maintenance records.	Evidence
26.	Technical Staff	Information on the number and qualifications of technical personnel available for the project. See Table below	Evidence
27.	Quality Management System	Information on the subcontractor's quality control procedures and processes (ensuring target depths met).	Evidence
Sustainability and Environmental Policies (Please supply evidence where asked):			
28.	Environmental Management System	Details of the subcontractor's environmental management system and any relevant certifications (e.g., ISO 14001).	Evidence
29.	Waste Management Procedures	Information on how the subcontractor manages dredging spoil and other waste materials in an environmentally responsible manner.	
30.	Environmental Impact Mitigation	Details of the measures taken to minimise environmental impact during dredging operations.	

Other Considerations:			
31.	References:	Contact details of previous clients who can provide references for the subcontractor. Names and if available written statements.	
32.	Miscellaneous:	Anything believed to be of further relevance.	



1. The area outlined in red on the image above identifies the extent of the required maintenance dredging. A detailed bathymetric survey is available upon request.
2. Around the moorings a depth of 0.70m below CD is to be achieved.
3. The entrance channel to the CYC Jetty / Wharf to 1m below CD.
4. The work must be done on the ebb but dependent on the noise may be done in the hours of darkness.

Ser	Name	Code Vessel is under	Certifying Authority	Vessel Endorsements	From	Expires	Remarks
xx	Dredger Vessel	Workboat (Edition X)	YDSA	Workboat with towing endorsement	02/02/2025	01/02/2030	Certificate provided

Vessel / Equipment Certification

Ser	Name	Qualification	Commercial Endorsement	From	Expires	Remarks
xx	Person 1	RYA Yachtmaster	Yes	Jan 2025	Jan 2030	Cox
01						
02						
03						
04						
05						
06						
07						
08						
09						

Personnel Qualifications