

www.gov.uk/naturalengland

Request for Quotation

##

## Request for Quotation

**Offshore Trial Area Research Proposal**

You are invited, to submit a quotation for the requirement described in the specification below.

Please confirm, by email, receipt of these documents and whether you intend to submit a quote.

Your response should be returned to the following email address by:

Email: tamara.rowson@naturalengland.org.uk

Date: 07/11/2022

Time: 17:00

Ensure you state the reference number and ‘Final Submission’ in the subject field to make it clear that it is your response.

**Contact Details and Timeline**

Tamara Rowson will be your contact for any questions linked to the content of the quote pack or the process. Please submit any questions by email and note that, unless commercially sensitive, both the question and the response will be circulated to all tenderers.

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| --- | --- |
| Action | Date |
| Date of issue of RFQ | 21/09/2022 at 17:00 |
| Deadline for clarifications questions | 07/10/2022 at 17:00 |
| Deadline for receipt of Quotation | 07/10/2022 at 17:00 |
| Intended date of Contract Award | 01/11/2022  |
| Intended Contract Start Date | 07/11/2022 |
| Intended Delivery Date / Contract Duration  | 13/03/2023  |

### Glossary

Unless the context otherwise requires the following words and expressions used within this Request for Quotation shall have the following meanings (to be interpreted in the singular or plural as the context requires):

|  |  |
| --- | --- |
| “Authority” | Means the Department for Environment, Food and Rural Affairs acting as part of Natural England |
| “RFQ” | Means this Request for Quotation and all related documents published by the Authority and made available to suppliers |
| “Contract” | Means the contract to be entered into by the Authority and the successful supplier. |

###

### Conditions applying to the RFQ

You should examine your response to the RFQ and related documents ensuring it is complete prior to submitting your completed quotation.

Your quotation must contain sufficient information to enable the Authority to evaluate it fairly and effectively. You should ensure that you have prepared your quotation fully and accurately and that prices quoted are arithmetically correct for the units stated.

The supplier by submitting a quotation is deemed to accept the terms and conditions in the RFQ. Failure to comply with the instructions set out in the RTQ may result in the supplier’s exclusion from this procurement.

### Acceptance of Quotations

By issuing this RFQ the Authority does not bind itself to accept any quotation and reserves the right not to award a contract to any supplier who submits a quotation.

#### Costs

The Authority will not reimburse you for any costs and expenses which you incur preparing and submitting your quotation, even if the Authority amends or terminates the procurement process.

#### Mandatory Requirements

The RFQ includes mandatory requirements and, if you do not comply with them, your quotation will not be evaluated. All mandatory requirements are set out in Bravo.

#### Clarifications

The Authority reserves the right to discuss, confidentially, any aspect of your quotation with you prior to any award of Contract to clarify matters.

#### Amendments

The Authority may amend the RFQ at any time prior to the deadline for receipt. If it amends the RFQ the Authority will notify you in writing and may extend the deadline for receipt in order to give you a reasonable time in which to take the amendment into account.

#### Conditions of Contract

The terms and conditions attached will be included in any contract awarded as a result of this RFQ process. The Authority will not accept any material changes to these terms and conditions proposed by a supplier.

#### Specification

The Authority is Natural England. The Authority’s priorities are to secure a healthy natural environment; a sustainable, low-carbon economy; a thriving farming sector and a sustainable, healthy and secure food supply. Further information about the Authority can be found at: [Natural England](http://www.naturalengland.org.uk/)

A desk based study to determine the potential to establish an offshore demonstration site within England’s territorial waters with the specific aim of being a testing ground for new and novel technologies and approaches which could potentially be used by the Offshore Renewables and other (Oil and Gas, Hydrocarbon, CCSU, Aggregates) sectors.

**Background to the project**

There are currently several evidence gaps associated with the construction, operation and maintenance and decommissioning of offshore wind farm infrastructure in the marine environment. It may be useful for Government, SNCBs, Regulators and Industry to have a recognised national ‘testing area’ where new and novel technologies could be trialled and monitored to establish potential impact pathways, by a number of developers and monitored by developers and academics.

Currently any new technologies must be trialled by individual developers within their DCO limits, at the time of construction, or decommissioning. Where innovation can be trialled and tested within a demonstrator area on a small scale, before moving to full scale development, this may provide SNCBs, Regulators and Industry with improved confidence in environmental outcomes and commercial investments. This could potentially lead to streamlining the consenting process associated with Plans and Projects.

There are several offshore wind test sites in European[[1]](#endnote-2) and American[[2]](#endnote-3) waters of various designs, scales and locations. Within the UK demonstration sites have historically included Blyth offshore wind, Hywind II Scotland Pilot Park, Dounreay Floating Offshore Wind Development Centre, Wave Hub and FabTest, with a licensed area near Isle of Wight specifically for wave and tidal. Of particular interest is the North Sea Farmers [Offshore Test Site](https://www.northseafarmers.org/offshore-test-site) in the Netherlands, which licences 1 km 2 areas to trial novel techniques, whilst other pressures are restricted[[3]](#endnote-4) .

Natural England’s approach to offshore wind[[4]](#endnote-5) includes an aim to focus on accurate, evidenced, environmental sensitivity information, that informs spatial mapping. In relation to evidence based mitigation we will focus on feedback cycles joining evidence gaps, research and impact assessment; strategic monitoring to better understand impact and response, and exploring effective mitigation solutions with industry, for design, construction and operation. Our proposed approach promotes a strategic shift enabling environmental and associated consenting risk to be managed earlier, at a bigger, spatially joined, scale, in a more comprehensively co-ordinated manner. It should lead to greater certainty about progressing developments and better, more rapid decisions, in line with Project Speed, as well as driving enhancement for nature aligned to the UK Marine Strategy and 25 Year Environment Plan.

Aim:

Identify the market demand for, feasibility of, and practicalities inherent in establishing an offshore demonstration site within English territorial waters to test new and novel approaches to offshore development and assess the environmental effects.

Objective 1: Lesson learnt

Identify successful international demonstrator sites for offshore wind. Through a literature review provide a background on the process for their establishment, governance, financing, and management, identify key stakeholders, and design considerations. Present positives and negatives of differing models in an international lessons learnt exercise.

Objective 2: Market demand in England

Identify, and engage relevant representatives of offshore industry sectors, SNCBs, Regulators, and Crown Estate. Devise and disseminate a questionnaire to establish if there is a market demand and support for a demonstrator site in English waters. Establish what industry may like to test, what industries main requirements for a test site would be, for example proximity to ports, grid connections etc. Identify perceived barriers to development of a demonstrator site or potential development pathways.

Objective 3: Process of establishment

Identify the appropriate process for the establishment of a demonstration area in English waters. Contact Crown Estate to discuss the concept, potential opportunities, and support for providing an area for lease from Crown Estate specifically for this purpose. Canvas stakeholders to establish if any have an area within their gift to offer up as a demonstration site.

Objective 4: Governance

Identify likely costs associated with the establishment, management and monitoring of an area and identify possible funding streams (e.g. Offshore wind enabling fund). Considerations to include responsibility for establishment, monitoring programmes, managing access and availability to various industries, prioritisation of research and projects, data availability and transparency.

**Estimated cost**

Less than £24999 including VAT

**Estimated timeline/duration**

Awarded October 2022. Completion March 2023.

**Output**

Report

Questionaries to determine market demand

Report

**Next Steps**

Present and assess potential design considerations, for example advantages and disadvantages of different approaches:

* Large scale offshore
* Small scale near shore
* Dedicated demonstration area
* Co-location within an operational windfarm
* Off grid testing
* Potential to share grid connections
* Proximity to mobilisation ports
* Cable routes
* Hard constraints such as established infrastructure, shipping lanes, designated sites etc.

Informed from the lessons learnt exercise, assess the ideal characterises of the seabed within the trial area. For example, should this include a broad range of habitat types, (Sand, Mud, Mixed sediment, Reef, Coarse sediment) or be homogenous. Provide recommendations on whether the demonstration site include some examples of Habitats and species of principal Importance as defined under Section 41 in England of the Natural Environment and Rural Communities (NERC) Act 2006, to allow direct comparison with Annex I Habitats within designated sites. Section 40 of the NERC Act 2006 places a general duty on all public authorities, including local planning authorities, to conserve and enhance biodiversity[[5]](#endnote-6). Identify any potential barriers to use, in accordance with the NERC Act. Identify criteria for bathymetry, what depth should the water column be to be most useful and representative of UK waters (shallow/deep/ an average) to test new and emerging designs. Identify important coastal processes, sediment movement, tidal ranges and identify characteristics that would make the area representative of wider marine conditions. Consider how the impact of other variables could be reduced over the trial area, for example size and edge effects, reducing other use impacts within the area.

**References**

 BLIX consultancy 2016 Inventory offshore wind test sites Demand & supply in the Netherlands [Microsoft Word - 20160829\_RAP\_inventory.offshore.windtest.sites\_LBA\_F.DOCX (blixconsultancy.com)](https://blixconsultancy.com/wp-content/uploads/2021/06/20160829_RAP_inventory.offshore.windtest.sites_LBA_F.pdf)

 [Offshore Wind Advanced Technology Demonstration Projects | Department of Energy](https://www.energy.gov/eere/wind/offshore-wind-advanced-technology-demonstration-projects)

 [Offshore Test Site - North Sea Farmers](https://www.northseafarmers.org/offshore-test-site)

 [Natural England’s Approach to Offshore Wind: Our ambitions, aims and objectives - TIN181](http://publications.naturalengland.org.uk/publication/5400620875120640)

 [Natural Environment and Rural Communities Act 2006 (legislation.gov.uk)](https://www.legislation.gov.uk/ukpga/2006/16/section/40/2011-04-22?timeline=true#:~:text=40Duty%20to%20conserve%20biodiversity&text=(1)Every%20public%20authority%20must,the%20purpose%20of%20conserving%20biodiversity.)

It is anticipated that this contract will be awarded tor a period of 5 months to end no later than 13/03/2023. Prices will remain fixed for the duration of the contract award period. We may at our sole discretion extend this contract to include related or further work. Any extension shall be agreed in advance of any work commencing and may be subject to further competition.

**Prices**

Prices must be submitted in £ sterling, inclusive of VAT.

**Quotation Submission**

We will award this contract in line with the most economically advantageous tender (MEAT) as set out in the following award criteria:

Price – 50%

Quality – 50%

The following quality criteria are weighted in accordance with the importance and relevance

attached to each one.

|  |  |  |
| --- | --- | --- |
| Criteria | weighting | To include: |
| **Methodology** |  50 | * Please submit Outline method of how you proposes to deliver the services.
 |
| Measurement of success in each of the deliverables. | 50 |  |

|  |  |
| --- | --- |
| **Score** | **Justification** |
| For a score of hundred (100):   | Excellent - Response is completely relevant and excellent overall.  The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement and provides details of how the requirement will be met in full. |
| For a score of seventy (70):   | Good - Response is relevant and good.  The response demonstrates a good understanding and provides details on how the requirements will be fulfilled.  |
| For a score of fifty (50):   | Acceptable - Response is relevant and acceptable.  The response provides sufficient evidence to fulfil basic requirements. |
| For a score of twenty (20):   | Poor - Response is partially relevant and/or poor.  The response addresses some elements of the requirements but contains insufficient / limited detail or explanation to demonstrate how the requirement will be fulfilled. |
| For a score of zero (0):   | Unacceptable - Nil or inadequate response.  Fails to demonstrate an ability to meet the requirement. |

**Contract Management**

This contract shall be managed on behalf of the Authority by Tamara Rowson tamara.rowson@naturalengland.org.uk

We will raise purchase orders to cover the cost of the services and will issue to the awarded supplier following contract award.

To be invoiced at agreed project milestones and final invoice on completion.

### Disclosure

All Central Government Departments, their Executive Agencies and Non Departmental Public Bodies are subject to control and reporting within Government. In particular, they report to the Cabinet Office and HM Treasury for all expenditure. Further the Cabinet Office has a cross-Government role delivering overall Government policy on public procurement, including ensuring value for money and related aspects of good procurement practice.

For these purposes, the Authority may disclose within Government any details contained in your quotation. The information will not be disclosed outside Government during the procurement.

In addition, the Authority is subject to the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, which provide a public right of access to information held by public bodies. In accordance with these two statutes, the Authority may be required to disclose information contained in your quotation to any person who submits a request for information pursuant to those statutes.

By submitting a quotation you consent to these terms as part of the procurement.

### Disclaimers

Whilst the information in this RFQ and any supporting information referred to herein or provided to you by the Authority have been prepared in good faith the Authority does not warrant that this information is comprehensive or that it has been independently verified.

The Authority does not:

* make any representation or warranty (express or implied) as to the accuracy, reasonableness or completeness of the RFQ;
* accept any liability for the information contained in the RFQ or for the fairness, accuracy or completeness of that information; or
* accept any liability for any loss or damage (other than in respect of fraudulent misrepresentation or any other liability which cannot lawfully be excluded) arising as a result of reliance on such information or any subsequent communication.

Any supplier considering entering into contractual relationships with the Authority following receipt of the RFQ should make its own investigations and independent assessment of the Authority and its requirements for the goods and/or services and should seek its own professional financial and legal advice.

**Protection of Personal Data**

In order to comply with the General Data Protection Regulations 2018 the contractor must agree to the following:

* You must only process any personal data in strict accordance with instructions from the Authority
* You must ensure that all the personal data that we disclose to you or you collect on our behalf under this agreement are kept confidential.
* You must take reasonable steps to ensure the reliability of employees who have access to personal data.
* Only employees who may be required to assist in meeting the obligations under this agreement may have access to the personal data.
* Any disclosure of personal data must be made in confidence and extend only so far as that which is specifically necessary for the purposes of this agreement.
* You must ensure that there are appropriate security measures in place to safeguard against any unauthorised access or unlawful processing or accidental loss, destruction or damage or disclosure of the personal data.
* On termination of this agreement, for whatever reason, the personal data must be returned to us promptly and safely, together with all copies in your possession or control.

**General Data Protection Regulations 2018**

For the purposes of the Regulations the Authority is the data processor.

The personal information that we have asked you provide on individuals (data subjects) that will be working for you on this contract will be used in compiling the tender list and in assessing your offer. If you are unsuccessful the information will be **held and destroyed within two years** of the award of contracts. If you are awarded a contract it will be retained for the duration of the contract and destroyed within **seven years** of the contract’s expiry.

We may monitor the performance of the individuals during the execution of the contract, and the results of our monitoring, together with the information that you have provided, will be used in determining what work is allocated under the contract, and in any renewal of the contract or in the award of future contracts of a similar nature. The information will not be disclosed to anyone outside the Authority without the consent of the data subject, unless the Authority is required by law to make such disclosures.

1. BLIX consultancy 2016 Inventory offshore wind test sites Demand & supply in the Netherlands [Microsoft Word - 20160829\_RAP\_inventory.offshore.windtest.sites\_LBA\_F.DOCX (blixconsultancy.com)](https://blixconsultancy.com/wp-content/uploads/2021/06/20160829_RAP_inventory.offshore.windtest.sites_LBA_F.pdf) [↑](#endnote-ref-2)
2. [Offshore Wind Advanced Technology Demonstration Projects | Department of Energy](https://www.energy.gov/eere/wind/offshore-wind-advanced-technology-demonstration-projects) [↑](#endnote-ref-3)
3. [Offshore Test Site - North Sea Farmers](https://www.northseafarmers.org/offshore-test-site) [↑](#endnote-ref-4)
4. [Natural England’s Approach to Offshore Wind: Our ambitions, aims and objectives - TIN181](http://publications.naturalengland.org.uk/publication/5400620875120640) [↑](#endnote-ref-5)
5. [Natural Environment and Rural Communities Act 2006 (legislation.gov.uk)](https://www.legislation.gov.uk/ukpga/2006/16/section/40/2011-04-22?timeline=true#:~:text=40Duty%20to%20conserve%20biodiversity&text=(1)Every%20public%20authority%20must,the%20purpose%20of%20conserving%20biodiversity.) [↑](#endnote-ref-6)