



Department
for Environment
Food & Rural Affairs

Bidder Pack

Procurement Specific Requirements

Procurement Title: Development of modelling and scenarios for achieving the goals and targets of the Kunming-Montreal Global Biodiversity Framework.

Procurement Reference Number: C21984

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Section 1: The Invitation

This procurement is being carried out by Defra group Commercial in accordance with the Open Procedure as set out in the Public Contract Regulations 2015 (PCR) on behalf of the INTERNATIONAL BIODIVERSITY & WILDLIFE team.

The Bidder Pack comes in **two parts**.

The first part, The Core Requirements, provides details of the General Requirements, Government Transparency Agenda and Government Priorities.

The second part, the Procurement Specific Requirements, provides details of the Specification Requirements, Terms and Conditions of Contract, Evaluation Methodology, Procurement Timetable and Definitions.

The tendering process seeks to determine the Most Economically Advantageous Tender (MEAT). The Authority will evaluate the Tenders using the tender evaluation criteria and weightings listed in Section 4, Evaluation Methodology.

The Opportunity

This opportunity is advertised by Defra group Commercial on behalf of the DEFRA INTERNATIONAL BIODIVERSITY & WILDLIFE team.

Within England, Defra are responsible for improving and protecting the environment. We aim to grow a green economy and sustain thriving rural communities. We also support our world-leading food, farming and fishing industries.

Responsibilities:

- improve the environment through cleaner air and water, minimised waste, and thriving plant and terrestrial and marine wildlife.
- reduce greenhouse gas emissions and increase carbon storage in the agricultural, waste, peat and tree planting sectors to help deliver net zero.
- reduce the likelihood and impact of flooding and coastal erosion on people, businesses, communities and the environment.
- increase the sustainability, productivity and resilience of the agriculture, fishing, food and drink sectors, enhance biosecurity at the border and raise animal welfare standards.

INTERNATIONAL BIODIVERSITY & WILDLIFE

Team vision: Embed robust evidence in policy making to allow nature, people and economies to thrive.

Team mission: Work in an interdisciplinary way, collaborating across analytical and science professions.

- Use robust and recent evidence to inform policy and negotiations.
- Value the diversity within ourselves, our skills and our experience.
- Undertake professional development to maintain and develop our skills.
- Promote understanding of the evidence – its strengths and limitations.
- Promote the evidence work we do across government and wider stakeholders.
- Reach out to wider evidence colleagues, particularly domestic colleagues in Defra, FCDO and academia.
- Advocate the value of evidence with policy and negotiation colleagues.
- Support each other's wellbeing.

Quotation Submission

Details of the Qualification, Technical and Commercial requirements can be located through the Atamis e-tendering portal (<https://defra-family.force.com/s/Welcome>).

Summary of requirement - Nature is declining globally at rates unprecedented in human history with around 1 million animal and plant species threatened with extinction within decadesⁱ. Human activities have pushed many species to the brink of extinction and ecosystems to degradation through land- and sea-use change, overexploitation, pollution, climate change, and invasive species. Biodiversity loss is not only an environmental issue, but also a developmental, economic, security, and social one. To date, agreements to halt and reverse biodiversity loss have failed to reach the desired targets. In December 2022, the 15th meeting of the Conference of the Parties (COP15) to the Convention on Biological Diversity (CBD) adopted the Kunming-Montreal Global Biodiversity Framework (KMGBF), a landmark agreement for biodiversity. It sets out four long-term goals to be achieved by 2050, related to the CBD's 2050 Vision for Biodiversity of *“a world of living in harmony with nature where, by 2050, biodiversity is valued, conserved, restored and wisely used, maintaining ecosystem services, sustaining a healthy planet and delivering benefits essential for all people”*, and 23 short-term targets to be achieved by 2030, which will contribute towards achieving these goals.

The aim of this research is to align and further build on the best available and most appropriate models (biophysical, social, environmental, economic) with the KMGBF to provide clear pathways and insight into the physical, environmental and socio-economic changes that are required to achieve the framework.

Procurement Plan and Timetable

The timetable below is subject to change from time to time as notified by the Authority. All Tenderers will be informed via the Authority's <https://defra-family.force.com/s/Welcome>.

Procurement Activity	Anticipated Date	
Publish Contracts Finder Notice and Bidder Pack	06 th December 2023	
Clarification deadline	Date	Time
	09 th January 2024	14:00 GMT
Bidder Pack / ITT response date	Date	Time
	16 th January 2024	12:00 GMT
Compliance Checks	16 th January 2024	
Evaluation	16 th January 2024 – 18 th January 2024	
Moderation Meeting	19 th January 2024	
Produce Contract Award Report and Draft Letters	22 nd January 2024	
Approval of Contract Award Report	25 th January 2024	
Discretionary Standstill Period	N/A	
Issue Notification of Intention to Award letters	10 th January 2024	
Self-Declaration Due Diligence	TBC	
Finalise Contract and obtain approvals (if required)	30 th January 2024	
Contract award / contract issued	30 th January 2024	
Contract Start Date	31 st January 2024	
Publish Contract Award Notices and Redacted Contract	31 st January 2024	
Handover	31 st January 2024	
Service Commencement Date	31 st January 2024	
Contract End Date	31 st March 2025	

All timescales are set using a 24-hour clock and when referring to “days” it means calendar days unless otherwise specified (for example, working days).

Variant Tenders

The Authority shall not accept variant Tenders.

For the avoidance of doubt, if the Authority has reserved a right to waive a requirement in this Bidder Pack and chooses to exercise such discretion, the Tender will not be considered a variant Tender.

Abnormally Low Tenders or Pricing Anomalies

If the Authority considers your Tender to appear abnormally low, an initial assessment will be undertaken using a comparative analysis of the pricing proposals received from all Tenderers [and the Authority’s valuation of the procurement]. If that assessment indicates that your Tender is abnormally low the Authority will request a written explanation of your Tender, or of those parts of your Tender which the Authority considers contribute to your Tender being abnormally low. The Authority reserves the right to reject your Tender if the response does not satisfactorily account for the low level of price or costs proposed.

The assessment of abnormally low tenders will be undertaken strictly in accordance with Regulation 69 of the Public Contracts Regulations 2015, which outlines how abnormally low tenders must be assessed and the circumstances in which the contracting authority can reject the tender.

Pricing Anomalies

If in the opinion of the Authority your Tender contains any pricing anomalies (for example apparent discrepancies between the financial submission and other parts of your response) the Authority may seek clarification. If the clarification response indicates that the pricing anomaly was the result of a clear and obvious error, in the interest of fairness the resulting change will be taken into consideration. If the clarification response results in a change to the initial tendered Commercial Response and price, it will not be taken into account.

The Authority does not offer any guarantees on the minimum levels of work over the proposed contract duration. Tasks under the contract will be called off by the Authority on an ad hoc basis.

Section 2: The Specification of Requirements

The Authority's Priorities

The Authority is the UK Government Department responsible for the environment, food and farming and rural affairs. 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 on the Authority can be found at: [Department for Environment, Food & Rural Affairs - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/departments/department-for-environment-food-and-rural-affairs).

Scope

1. PROJECT BACKGROUND

a) The Kunming-Montreal Global Biodiversity Framework

Nature is declining globally at rates unprecedented in human history with around 1 million animal and plant species threatened with extinction within decadesⁱⁱ. Human activities have pushed many species to the brink of extinction and ecosystems to degradation through land- and sea-use change, overexploitation, pollution, climate change, and invasive species. Biodiversity loss is not only an environmental issue, but also a developmental, economic, security, and social one. To date, agreements to halt and reverse biodiversity loss have failed to reach the desired targets.

In December 2022, the 15th meeting of the Conference of the Parties (COP15) to the Convention on Biological Diversity (CBD) adopted the Kunming-Montreal Global Biodiversity Framework (KMGBF), a landmark agreement for biodiversity. It sets out four long-term goals to be achieved by 2050, related to the CBD's 2050 Vision for Biodiversity of *"a world of living in harmony with nature where, by 2050, biodiversity is valued, conserved, restored and wisely used, maintaining ecosystem services, sustaining a healthy planet and delivering benefits essential for all people"*, and 23 short-term targets to be achieved by 2030, which will contribute towards achieving these goals.

COP15 also adopted a monitoring framework which will be used for monitoring and reporting progress against the goals and targets. This consists of mandatory Headline Indicators (high-level indicators), and a selection of optional indicators - Component indicators (covering detailed components of the goals/targets), Complementary indicators (for in-depth analysis at different scales) and Global-level binary indicators (collated from binary "yes/no" responses in national reports). These can be supplemented by national/subnational indicators as appropriate.

All Parties are requested to revise and update their National Biodiversity Strategies and Action Plans (NBSAPs) by COP16 to communicate their national targets that will contribute to the KMGBF, detailing which indicators from the Monitoring Framework will be used to monitor those targets.

Parties are also requested to submit their National Reports in 2026 and 2029, ahead of COP17 and COP19 respectively, detailing progress made against the targets set out in the NBSAP providing data on the headline, and possibly others, indicators.

A global review of collective progress in implementing the KMGBF will take place at CBD COP17 and at COP19, based on information from national reports, which will be aggregated based on advice from the Ad Hoc Technical Expert Group (AHTEG) on indicators. The AHTEG is an expert group composed of 45 experts, 30 nominated by Parties and 15 by Observers, established for the period to COP16 to provide technical advice and guidance on the monitoring framework.

The aggregation of information from National Reports will indicate progress made in implementing the KMGBF to date ('where we are now') while the aggregation of information from NBSAPs will help to project future progress should the commitments contained within be fully implemented ('where current commitments take us'). However, these will not align neatly with the 2030 and 2050 milestones of the targets and goals, respectively, given the likely lack of alignment between those and national strategies and plans (e.g., different timelines, country-level commitments). They will also likely present an incomplete picture in terms of biodiversity-related policy, and projections of the future will also be inherently uncertain because of the changing drivers of biodiversity loss, socio-economic factors, global shocks, and uncertainties in baseline biodiversity monitoring.

The international community requires a clear understanding of feasible pathways for achieving the goals and targets of the KMGBF, if current commitments put us 'on track' for such pathways, and if they do not, how much global ambition needs to be strengthened to do so. As such, we will need scenarios and pathways to inform us of 'where we need to be' at various time points in order to achieve the ultimate end goal (*Figure 1*).

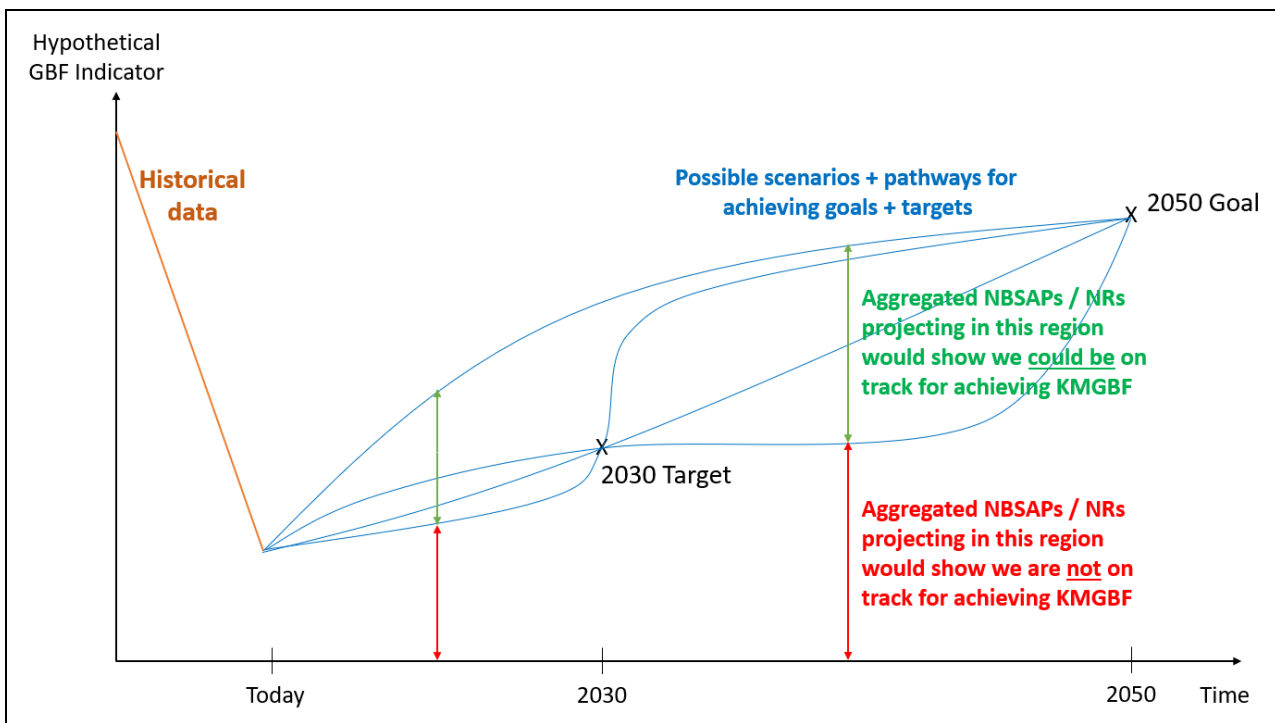


Figure 1: Schematic of timeline of goals and targets, and timing of NBSAPs and national reports (NRs), and the gap that scenarios and pathways could fill in achieving goals/targets.

b) Models and scenarios

The development of models and scenarios can contribute significantly to policy decision-making.ⁱⁱⁱ Models are used to quantify the impacts of different scenarios on biodiversity and ecosystem services. They can use projections from general circulation models (GCMs) looking at physical change, for example in climate and land use, as well as integrated assessment models (IAMs) that link societal, technological, and economic scenarios with the biosphere and atmosphere into one modelling framework. IAMs (e.g., PAGE, FUND, and DICE) are used extensively in climate science to provide policy-relevant insights into global environmental change and sustainable development issues and to assess the interaction between socioeconomic, energy, and climate systems. For the biodiversity-economy nexus, Earth-Economy models combine macro-economic models with models of ecosystem services to capture the complex interactions between the planetary ecosystem and the global economy. These models are classified as Spatial Ecosystem Services (SES) models (e.g., GLOBIO, INVEST) or Computable General Equilibrium (CGE) models (e.g., GTAP, IEEM). Different types of models can also be used to address various ecological and conservation questions, for example Species Distribution Models (SDMs) and ecosystem models (e.g., biophysical models such as Dynamic Global Vegetation Models or those that also include socioeconomic aspects e.g., Ecopath with Ecosim model). These are often used in combination to assess the

complex interactions between multiple factors affecting biodiversity, including climate change, habitat loss, invasive species, and more.

Biodiversity model intercomparisons compare and evaluate different biodiversity models to understand their strengths, weaknesses, and performance under various scenarios. Model intercomparisons bring together different communities of practice for comparable and complementary modelling. Multi-model Intercomparison Projects (MIPs) aim to promote collaboration among researchers, improve model accuracy, and enhance our ability to predict and manage biodiversity impacts in a changing world.

Scenarios and models can integrate a broad set of the social-ecological systems and key feedback mechanisms that are of relevance and importance to biodiversity conservation, climate mitigation and human wellbeing. Different types of scenarios can play an important role in shaping policy, from its design to its implementation and review. In the context of the KMGBF, models can play a crucial role in providing a systematic and evidence-based approach to achievement and monitoring progress. Models can be used to generate pathways that detail the steps required to reach the KMGBF targets and goals, including the likely effects of implementing different policies and measures at different times. The modelled impacts can provide a structured framework to help translate the KMGBF's overarching goals and targets into actionable plans, helping policymakers, conservationists, and stakeholders understand the implications of different policy choices, and adapt strategies. The KMGBF monitoring framework includes agreed indicators that should be used as parameters to understand the impacts of these measures.

At a global level, the information produced by this work will be needed to inform the global collective review of progress under the CBD (see CBD Decision 15/6) as well as for negotiating the post-2030 biodiversity framework - to inform the level of ambition needed in 2040 for tackling the drivers of biodiversity loss and to put us on track for achieving the 2050 goals. This work will also help guide the work of intergovernmental scientific processes; for example, the Global Environmental Outlook (GEO), the Intergovernmental Panel on Climate Change (IPCC) and the Intergovernmental Science-Policy Platform for Biodiversity and Ecosystem Services (IPBES) use scenarios to assess the impact of socio-economic development pathways on land use and climate and their consequences for biodiversity and ecosystem services. At a national level, it will inform biodiversity-related policies (both domestically and overseas), support the preparation of NBSAPs and contribute to decision-making for non-state actors (e.g., corporations, private financial institutions, and NGOs (Non-Governmental Organizations)).

2. Aims and Objectives

The aim of this research is to align and further build on the best available and most appropriate models (biophysical, social, environmental, economic) with the KMGBF to

provide clear pathways and insight into the physical, environmental and socio-economic changes that are required to achieve the framework.

This may be achieved through the following objectives:

- Design a quantitative modelling approach that assesses existing and anticipated global policies against KMGBF goals and targets in the context of a dynamic global physical, social and economic environment. This can include predictions that take into account direct and indirect drivers of biodiversity loss.
- Identify and/or develop scenarios and their respective uncertainties. These scenarios will be based on global policies, commitments and economic/environmental baselines to be simulated in this modelling approach reflecting different evidence about existing and planned policies' effectiveness and the future state of the world.
- Establish the current 'gap' for achieving the KMGBF goals and targets. This will identify pathways and drivers to provide predictions of where we will get to and when, and assess their feasibility under these different scenarios.
- Identify the types of policy physical, environmental and socio-economic changes that are required to address the 'gap' and achieve multiple global goals/targets simultaneously.
- Identify synergies and trade-offs between individual KMGBF targets and with other frameworks, including the Paris Agreement and the Sustainable Development Goals.

Anticipated outcomes of the project include:

- **Improved understanding of different pathways for achieving the goals and targets of the KMGBF** and the drivers behind them, using models to answer specific policy-relevant research questions.
- **A clearer insight into the impacts of future policy decisions** through a better understanding of the most effective interventions, their global/local context, any unintended consequences, and the barriers currently preventing their implementation.
- **Accessible knowledge base on biodiversity, ecosystem service and relevant socio-economic modelling** through clearly communicating findings in an engaging and impactful manner, using innovative communication methods such as infographics, as well as by making any models and databases used available to Defra.
- **Models that are aligned with KMGBF indicators as well as others of interest (such as Paris Agreement and SDGs)** and can be used to answer policy-relevant questions.

3. Outputs/ Deliverables

Deliverable	Output	Outcomes	Due	Notes
1. Agreed milestones and scope	Project Plan and Scope Risk Register GANTT chart	Ensure a robust governance structure is in place to allow for corrective action if required. Continuous monitoring of the project to refine the scope/address issues.	Within two weeks of the project kick-off meeting	Within this submission, the Supplier should identify milestones and agree these with Defra. Progress against milestones will be regularly monitored throughout the contract period.
2. Literature and model review	Literature review report including review/mapping of models and their appropriateness for this work	Mapping of current efforts, modelling capabilities, insights and results, gaps and blockers to further development including a feasibility review of existing models (if appropriate model(s) for the project has not been identified)	Six weeks from project kick-off	
3. Interim report	Report with approach and any findings to date.	Updated scope and approach to addressing research questions (in light of literature	Summer 2024 – submit to Defra one week prior to the	The Supplier should summarise findings to date and assess progress

	<p>Presentation to Defra steering committee and experts with Q&A.</p>	<p>review), including description and rationale for model(s) to be used, quality assurance approach for project lifespan, any findings to-date including a technical section on model results and outputs (including annexed database/GitHub repository).</p>	<p>interim Steering Committee meeting. The interim report will undergo review and quality assurance by Defra and external peer review before approval.</p>	<p>against milestones for discussion by the Steering Committee. The final report approach and structure should be discussed in this report and the committee meeting.</p>
<p>4. Media communication strategy</p>	<p>Communication strategy including media approach, timelines and intended audience</p>	<p>Ensure results are communicated with clarity to a range of audiences, including the wider academic community, policymakers and NGOs (if relevant).</p>	<p>May 2024</p>	<p>The Supplier should produce different visual and communication media to engage in a wider communication strategy, including but not limited to: infographics, posters, social media content, CBD INF docs^{iv}, seminars, a presentation to Defra and x-Government policy and</p>

				evidence teams or CBD events.
5. Final report	<p>Report including a summary for policymakers, a technical summary, including methods and findings, and conclusions.</p> <p>A presentation of the findings to Defra and wider relevant policy teams and experts.</p>	<p>Fulfil the objectives of the project by providing insight into the modelling landscape and analysis of modelling results to answer research questions, including the pathways/scenarios to achieving the KMGBF and current commitment and progress, and the policy interventions that are required.</p> <p>Should include a technical-based data publication and annexed database.</p>	<p>At least two weeks prior to the end of the 2024/25 financial year.</p> <p>This deliverable will undergo review and quality assurance by Defra and external peer review before final approval and the Supplier should factor this into their planning and timelines (including 2 weeks for review and approval by Defra). Minor (e.g. editorial) changes to the final</p>	<p>The Supplier should produce a final report including the results of using models to answer specific policy-relevant research questions. The output should also include a summary of the impacts, synergies, trade-offs and unintended consequences of future policies/trajectories and highlight knowledge gaps, limitations of the approached used, future model development needs and next steps for the scientific and the international community to progress this work, including researchers, Governments, non-state actors</p>

			report can be made past this deadline and within a reasonable timeframe.	and international scientific organisations (IPBES, IPCC). Models and data used (with reference to their sources), including code, should be made available in a GitHub repository, following best practice for coding.
6. Additional outputs	<p>Open-access, peer-reviewed academic publication(s) including methodology, results and conclusions.</p> <p>Media communicate (based on agreed strategy).</p> <p>Teach-in tailored for analysts on the modelling approach.</p>	Provide the results of the project to the larger academic community with the aim to feed this published work in global environmental assessments – with a particular view to providing information for the IPBES 2 nd Global Assessment)	Following the completion of this commission, preferably ahead of Q2 2026 (i.e., the first external review of the IPBES 2 nd Global Assessment),	The Supplier should aim to produce open-access journal articles, conference materials or other academic publications to make the results of this work widely available for the scientific and the international community, including researchers, Governments, non-state actors and international scientific

				<p>organisations (IPBES, IPCC).</p> <p>The teach-in should include walk throughs of any code/scripts used (to ensure reproducibility, additionality etc.) and discussion of limitations, knowledge gaps etc.</p>
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3.1 Milestones and Payment Schedule

Deliverable / Milestone	Dates	Payment Schedule
Project inception and detailed scoping	w/c 01/02/24	
Milestone 1: Project plan, Gantt Chart and risk register	w/c 12/02/24	
Milestone 2: Literature review and modelling map	March 2024	6%
Milestone 3: comms strategy	May 2024	24%
Milestone 4: Interim report	July 2024	30%
Milestone 5: Presentation of findings to Defra	TBC in interim report	30%
Milestone 6: Final report	01/03/2025	10%

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3.2. Payment

Payment will be done in 5 (five) stages by invoicing for progress of tasks in line with the above project milestones agreed with the successful bidder following award of the contract.

4. Scope and Research Questions

This section sets out the detail and scope of information and indicative questions to frame the analysis. These questions are not exhaustive, and further questions can be explored based on Supplier expertise and modelling capabilities. The analysis should focus on providing information specific to future scenarios and pathways to reach goals and targets set by the KMGBF and the barriers for achieving them. Possible questions to be addressed fall under two broad categories:

4.1. Modelling and pathways:

- Under a range of plausible scenarios, what are the possible pathways and drivers for achieving the KMGBF, and how do the headline indicators change over time under them? Given a range of different scenarios and pathways:
 - What global policies and measures need to be implemented and what timeline is required for their implementation to be effective?
 - What trajectories in headline (and potentially complementary/component/binary) indicators are consistent with these pathways?
 - What physical, socio-economic and developmental factors associated with the scenarios affect the impact of those policy measures?
 - In what ways could external influences, such as action on climate change, help or hinder KMGBF progress?
- How does a business-as-usual scenario compare to pathways to meet the targets of the KMGBF?
- What are the common features across all pathways for achieving the KMGBF? Where the pathways diverge, how can they be categorized into groups of pathways with common features? What implications does this have for policymaking?

These questions can be addressed independently for each scenario and pathway or grouped by common themes.

4.2. Policies and actions:

- What are the most effective global policies that can contribute to achieving multiple goals/targets simultaneously?
- How does the effectiveness of global policies and measures differ in different situations/ecosystems/regions?
- How do global policies in different situations/ecosystems/regions impact global progress to achieving the KMGBF?
- What are the synergies and trade-offs between GBF targets and other frameworks including the SDGs and Paris Agreement?
- What is the contribution of achieving of the KMGBF 2030 goals to reach the 2050 goals??
- What implications do all of the above have for the level of ambition required by 2040 to be consistent with achieving the 2050 goals?

The scoping report and development of this work could be informed by the results of two workshops hosted by Defra and the Government Office for Science and held during November 2023. These two workshops brought members of the biodiversity modelling and science-policy community together to discuss the current state of biodiversity modelling efforts and knowledge gaps currently present. Any further limitations and knowledge gaps encountered by the Supplier in the development of this work should be highlighted as this may also inform future work undertaken by Defra.

The supplier should outline workstreams to address the broad range of analyses. Suggested workstreams are outlined below:

- **Workstream 1: Modelling landscape.** A review of the current modelling landscape: mapping of current efforts, modelling capabilities, insights and results, gaps and blockers to further development.
- **Workstream 2: Modelling and pathways.** Modelling to answer questions under category 1 above - modelling and pathways (e.g., BAU vs future pathways, common features between pathways to achieve the KMGBF)
- **Workstream 3: Policies and actions.** Analysis of modelling results to identify policies and actionable information -under category 2 above- on the measure needed to achieve the KMGBF targets and goals (e.g., synergies/tradeoffs, most impactful policies, actionable measures).
- **Workstream 4: Communication strategy.** Development of a communication strategy – including communication of findings of the report.

5. Methodology

The different workstreams can be carried out in parallel and/or sequenced according to the Supplier's knowledge, capability and expertise.

Workstream 1: Modelling landscape.

In Workstream 1, the primary focus is to conduct a comprehensive mapping and review of the current modelling landscape. This phase involves an examination of existing initiatives, efforts, and capabilities in the field of modelling of systems including biodiversity, ecosystem services and society (e.g. economics, policy) to establish: **1)** efforts underway to build the biodiversity model and scenario landscape; **2)** the strengths, capacity and adaptability of existing models; **3)** key gaps in relation to the applicability to the KMGBF, and options to address these gaps; **4)** insights and results from the current modelling efforts and capabilities. This could also be informed by outcomes from the Defra-held expert workshops described above or through similar previous work or work conducted by the Supplier. Different model types should be analysed, giving consideration to their strengths and limitations for answering policy-relevant questions at a global and regional scale and for the range of disciplines (ecology, social sciences, climate, economics) that are relevant to the diverse goals and targets of the KMGBF, and their applicability for the key realms (marine, terrestrial, freshwater etc.). This mapping will also help pinpoint critical gaps and blockers within the current modelling landscape, to propose recommendations for developing innovative solutions and approaches for future model development. There should be consideration of approaches used in the academic and private sector, and across different regions and institutions. This review should not solely focus on UK modelling efforts. The review can be more detailed if the supplier does not identify an appropriate model early in the project, to help inform selection of appropriate model(s), or less if the inverse is true.

The key outcomes of this review could include a 'map' of the models and scenario landscape and an analysis of the current availability and 'readiness' of existing models to answer the key research questions for the KMGBF (*see section 4*). This could be used to provide recommendations to the modelling community, governments and international community to meet the needs of the KMGBF and for the IPBES Second Global Assessment. This should also inform the main section of this project, to test, adapt and develop existing models to answer the research questions outlined above. An implicit risk of this review is the potential finding that there is not an 'application ready' global model or related methodology that covers the key biophysical and socio-economic aspects of the KMGBF, which is possible given the proven problems with the integration of different models (e.g., ecosystem, economics etc.). If that proves to be the case, the models considered should instead be ranked based on their strengths, and their limitations listed. There should be consideration of the capacity issues and blockers to an 'application

ready' global model and an analysis of theoretical and practical gaps in the development of such a model. A literature review and database of such models should be provided as output of this workstream.

Please note that the IPBES Task Force on Scenarios & Models has put out a notification (Reference [EM/2023/47](#)) inviting relevant organizations to conduct workshops to catalyse further work on scenarios and models including on testing and applying the Nature Futures Framework (see below). Suppliers may wish to conduct workshops as part of this workstream. If so, the task force will be available to provide support, for example by providing guidance and information on the work of IPBES with regard to scenarios and models, including the Nature Futures Framework, at such workshops.

Workstream 2: Modelling and pathways.

The Supplier should use model(s) to answer the specific policy-relevant research questions outlined above. The chosen methodology and model(s) could be selected based on the Supplier's expertise or preference, and considerations derived from Workstream 1. The modelling work should focus on the global scale but draw on regional insights where possible, considering the headline indicators that were agreed under the KMGBF and mapping how existing modelled metrics can align with these.

Scenarios used in the modelling should be identified or further developed and should include a business-as-usual scenario to inform the development and analysis of pathways to achieve the KMGBF (including types of environmental impacts and trajectories), defined by the Supplier and agreed with Defra. The Supplier should produce illustrative background scenarios and nature futures to use in the modelling, particularly socio-economic scenarios, that will inform the development of pathways. The development of these scenarios should make use of existing work such as that of the IPBES Nature Future's Framework^v and recent publications that use it including Duran et al. (2023) which details a set of 'illustrative narratives' (or scenarios)^{vi}, - a set of 'scenario skeletons' and their key variables. The Supplier should also utilize the methodological guidance produced by the IPBES task force on scenarios and models to support the operationalisation of this framework^{vii}.

Additional budget may be available if the Supplier wishes to conduct higher-resolution nesting such as of specific regions, to explore regional disparities and different potential contributions to achieving the KMGBF targets. Regional selection criteria can take place through discussions with Defra. However, the main focus of this project should be to identify and develop models and scenarios to inform global implementation of the KMGBF, to better align current modelling efforts with the headline indicators and to establish the evidence base to guide ongoing CBD negotiations and national implementation of the KMGBF.

Workstream 3: Policies and actions.

In Workstream 3, the primary objective is to analyze the modeling results to answer questions on policies and actions, with a focus on identifying the most impactful policies that can contribute to achieving multiple goals and targets simultaneously, and the possible synergies and tradeoffs between KMGBF targets and other frameworks for sustainable development. This phase involves a comprehensive examination of the modeling outcomes identified in Workstream 2 to inform evidence-based decision-making and policy actions. The Supplier will conduct an in-depth analysis of the modeling results to identify: policies and actions that have the most significant potential to contribute to multiple goals and targets within the KMGBF; areas where different policies intersect, complement, or potentially conflict with each other, taking into consideration the intricacies of the KMGBF; the impact of various policies on key metrics and indicators and a quantitative and qualitative assessment of the effectiveness of different policies in achieving these objectives. Throughout the analysis of trade-offs and synergies across the targets, the supplier should consider the implications for cost-effectiveness to inform decision-making and opportunities for sustainable development to address the pressure of economic growth on biodiversity loss. The Supplier should also identify longer-term implications for achievement of the KMGBF where possible – in particular what actions and global levels of ambition would be required in a post-2030 global biodiversity framework (e.g., when considering 2040 targets) in order to remain on track for achieving the 2050 goal.

These high-impact actions for policies should be highlighted and their implications for various sectors and regions should be thoroughly evaluated. While the main focus of this workstream is on a global scale, regional information produced along the way should be presented and analysed, and the Supplier may consider conducting more detailed regional studies if feasible in the budget and timeline. Regional assessments should aim to uncover disparities and contributions to the KMGBF, potentially revealing regional differences that have a disproportionate impact on the global goals (e.g., do certain regions have a much greater capacity for restoration than others; does action need to be taken in some regions earlier than others to be effective?). Based on the analysis, the Supplier should provide clear and actionable information on the measures needed to achieve the KMGBF targets and goals and suggest strategies for optimizing policy implementation to maximize positive outcomes in relation to 2030 and 2050, for targets and goals respectively. The outcomes of this workstream should be included in the interim/final reports and they additionally could be published in peer-reviewed international journals to be made available to the wider community.

Workstream 4: Communication strategy.

The Supplier will produce a report including a summary for policymakers, a technical summary, including methods and findings, and conclusions. The report will summarise considerations from the literature review, model methodology, and the results from the modelling to the global, and potentially regional, scale. The use of diagrams, flow maps, tables, and other visual media to communicate results is encouraged. The results should also summarise clear and actionable information on the measures needed to achieve the KMGBF, on future policies/trajectories and highlight knowledge gaps, future model development needs and next steps for the scientific and the international community to progress this work.

The primary recipient of this work will be Defra. However, insights gained from this analysis will serve as a valuable resource for governments, international communities, and organizations working towards the effective implementation of policies that advance both biodiversity conservation and sustainable development. Furthermore, this work will form the base for future negotiations, support national implementation efforts, and guide decision-makers in identifying and prioritizing policies that contribute to the overall success of the KMGBF.

Therefore, the supplier should also produce and implement a communication strategy outlining the target audiences, respective objectives, products and timelines that the Supplier, jointly with Defra, will use to ensure that the project creates this broader impact. This will detail the different audiences that Defra should be targeted as a priority (e.g., CBD Parties and Secretariat; IPBES; academic community); the rationale and objectives for influencing them with this work and, where possible, key contacts; the most suitable comms media (e.g., Defra comms channels, Supplier's channels, open access publications, opinion pieces and biodiversity-relevant websites or scientific platforms); as well as a list of key events (e.g., conferences, meetings) and dates at which to do so. The Supplier will outline how they will use the levers at their disposal to do so and strategise with Defra where internal Defra networks are more appropriate to reach specific audiences. The Supplier will produce, update and implement suitable media material to ensure that the results of this work are widespread and reach the most relevant audiences, which could include: infographics, posters, social media content to be shared on Defra's and/or the Supplier's channels, CBD INF docs, seminars, Defra or CBD events, as well as academic publications or scientific outputs.

6. Timelines

Subject to procurement and agreement with the Supplier, the contract is expected to go live in January 2024 and have a duration of 16 months. The interim report should be delivered to Defra one week in advance of the midway Steering Committee meeting. Final deliverables should be completed by March 2025, including review of the report and the time for Defra to carry out its quality assurance (at least 2 weeks). The supplier

may implement any outstanding or additional outputs from this work, such as peer-reviewed publications and/or opinion pieces previously agreed with Defra, after March 2025 but no further budget will be available beyond this date.

7. Reporting requirements

Following consideration of this Specification of requirements, the Supplier will return an initial proposal setting out how they meet the relevant criteria and requirements to carry out this analysis, and details of the methodology they will use to conduct the analysis and meet the outcomes outlined before. Defra are open to having discussions with the Supplier about how outputs can be delivered and the sequencing of those, as well as how the scope could be tweaked to capitalise on the expertise of the Supplier where they complement or enhance the objectives.

Following confirmation and signature of contract, details of outputs and expected timelines will be confirmed.

The Supplier should designate a key point of contact, who will attend monthly meetings with the Defra contract manager to discuss progress, arising issues, and agree risk mitigation measures. At each meeting the project risk register will be discussed, and the Supplier is expected to provide an update of the risk register at least 1 working day prior to project management meetings.

At a minimum, the Steering Committee will meet every 3 months, including at project kick-off, midway through the project, and at project close-out. They will evaluate outputs and contribute to the quality assurance process for the interim and final report. More regular meetings will be arranged between the Supplier and the project officers assigned to the project.

8. Potential risks

Timeline: This project will be funded until the end of financial year 2025. Given the breath of the project, potential delivery risks might arise from the limited timeframe.

Research: potential problems surround the limited availability of models; the challenges surrounding achieving better integration of different models; and the model capacity and readiness.

Reputational: this work is likely to be low risk. Possible reputational concerns could arise from the comparison of domestic policies with global pathways. However, the research is unlikely to receive significant media attention, and will not explore UK-specific pathways, mitigating this risk.

The Supplier will be asked to outline any key or additional risks and proposed ways to mitigate these in the two weeks following project kick-off.

Accessibility

As a public body, any product that is published within the public domain must comply with the accessibility legislation. Please ensure that where the end product is to be published, reference is made to the following requirement which can be found here.

<https://www.gov.uk/guidance/publishing-accessible-documents>

Anonymised recruitment

- Anonymised recruitment removes the candidate's personal details from their application. The most common items include name, age, employee number, email address, home address, nationality, and immigration details. This supports diversity in the workforce. It helps to create a more level playing field in the assessment process.
- Where procuring an opportunity that requires the provision of CVs, anonymised recruitment should be the default position.

Governance

General Project Management

Within Defra, the project will be assigned a designated contract manager, who will be the regular point of contact with the Supplier.

The project governance structure will consist of a Steering Committee, comprising the project SRO (Head of International Biodiversity and Environment Negotiations Evidence), CBD Negotiations policy lead, a CBD evidence lead and potentially an appropriate colleague from the Central Science Division (led by the Chief Scientific Advisor) in Defra, and independent experts / advisors external to Defra. Equally, considering the potential to explore how UK policies align with models it would be beneficial to have a representative from domestic teams on the Steering Committee.

At a minimum, the Steering Committee will meet every 3 months, including at project kick-off, midway through the project, and at project close-out. They will evaluate outputs and contribute to the quality assurance process for the interim and final report. More regular meetings will be arranged between the Supplier and the project officers assigned to the project.

The successful Tenderer will be expected to appoint a Project Manager who will act as the principal point of contact for Defra and who will be jointly responsible for the day-to-day management of the project. The successful Tenderer will be required to regularly update the nominated Defra Project Manager on project progress.

Quality Assurance

Evidence used in preparing the final report has been collected, processed and published with rigour and that appropriate quality assurance (QA) processes are in place, and embedded, within the contracting organisation. The Contractor will provide Defra with relevant assurances around QA procedures and/or certifications from recognised standards providers (e.g., ISO). Defra will review and assess quality assurance by internal and external peer review before final approval of outputs presented by the Contractor.

Furthermore, it is expected that all deliverables provided under the contract Quality Assured to the highest standards by the contractor to mitigate any risk of errors or misinterpretation of outputs.

Travel and Subsistence

All Travel and Subsistence should be in line with Defra's Travel and Subsistence Policy. Claims should always be supported by valid receipts for audit purposes and must not exceed any of the stated rates below. Should the stated rate be exceeded, Defra reserve the right to reimburse only up to the stated rate.

Rail Travel

All Journeys

Standard class rail unless a clear business case demonstrating value for money can be presented. This includes international rail journeys by Eurostar and other international and overseas rail operators.

Mileage Allowance

Mileage allowance	First 10,000 business miles in the tax year	Each business mile over 10,000 in the tax year
Private cars and vans – no public transport rate*	45p	25p

Private cars and vans – public transport rate	25p	25p
Private motorcycles	24p	24p
Passenger supplement	5p	5p
Equipment supplement**	3p	3p
Bicycle	20p	20p

*NB the 'no public transport rate' for car and van travel can only be claimed where the use of a private vehicle for the journey is essential e.g., on grounds of disability or where there is no practical public transport alternative. If the use of the vehicle is not essential the 'public transport rate' should be claimed.

** Under HMRC rules this expense is taxable.

UK Subsistence

Location	Rate
London (Bed and Breakfast)	£160 per night
UK Other (Bed and Breakfast)	£100 per night for all other locations

Section 3: Terms and Conditions of Contract

The Terms and Conditions of Contract for this procurement are DgC standard conditions of contract for research and development.

The Terms and Conditions are split into Core Terms and Contracting Authority Terms within the Annexes / Schedules, and details of the legal priority are similarly within the contract's Annexes/Schedules.

The contract will run until the end of the current funding (**31 March 2025**).

Suggested Changes to Conditions of Contract

Tenderers may raise clarification questions relating to the amendment of contract terms (Appendix B) during the clarification period only, as specified in the Timetable, if it can be demonstrated that there is a legal or statutory reason why they cannot be accepted. Where a legal or statutory reason cannot be substantiated the Authority has the right to reject the proposed changed.

Such requests must follow the Clarifications Sought by the Tenderer process set out in the Core Requirements element of this Bidder Pack.

Section 4: Evaluation Methodology

The overall aim of the evaluation process is to select the Tender that is the most economically advantageous to the Authority, having regard to the Authority's overall objectives and the criteria set out below.

Evaluation of Tenders comprise of the stages set out in the table below.

The Authority will carry out its evaluations of the Technical **(70%)** and Commercial **(30%)** elements according to the criteria, sub-criteria and weightings set out in the table below and **Appendix C**. The detailed questions and guidance are set out in the Authority's eSourcing (Atamis):

Evaluation of Responses

Evaluation of Responses will be undertaken by a panel appointed by the Authority. Each panel member will first undertake an independent evaluation of the Responses applying the relevant evaluation criteria for each question. Then, a moderation meeting will be held at which the evaluation panel will reach a consensus on the marking of each question.

During the consensus meeting, the decision may be taken that a Response will not be carried forward to the next evaluation stage if the consensus view is that the Tenderer has failed to meet any minimum or mandatory requirements, and/or provided a non-compliant response.

Stage	Section Reference	Evaluation Criteria	Question Scoring/ Weighting (%)
Stage 1	Form of Tender	This stage is not scored but if you do not upload a complete, signed and dated Form of Tender in accordance with the instructions in Atamis, your Tender will be rejected as non-compliant.	Pass/Fail
Stage 2	Selection Stage:	This stage is designed to select those Tenderers who are suitable to deliver the Authority's requirements and will be evaluated in accordance with the criteria set out in Sections 1 to 5 of the response form in Atamis and Part 1 of this Section 2 below (in respect of economic and financial	Pass/Fail

		<p>standing and technical and professional ability).</p> <p>Failure to meet the stated selection criteria will result in a Response being rejected at this stage and no further assessment of the remainder of the Response (including the Tender) pursuant to the remaining stages below will be undertaken by the Authority.</p>	
Stage 3	Technical & Professional Ability – Project Specific Requirements (Technical Questionnaire)	<p>This stage will be evaluated in accordance with the criteria set out in the Technical Questionnaire.</p> <p>Some requirements are mandatory and if you cannot provide them your Tender may be rejected.</p> <p>Scored as 70% weighting of the total available score, consisting of the following breakdown of questions:</p>	<p>Scored weighting 70%</p> <p>F01 - Sustainability/Social Value Weighting= 100% or Pass/ Fail</p> <p>F02 - Health and Safety Weighting = 100% or Pass/ Fail</p> <p>E01 - Approach and methodology. Weighting = 60%</p> <p>E02 – Ability to deliver (availability and technical capability). Weighting = 40%</p>
Stage 4	Pricing Schedule	<p>Prices will be evaluated in accordance with criteria set out in the Pricing Schedule on the ITT and Atamis.</p> <p>Tenderers will be required to submit the total fixed cost for completing the project and include a breakdown of costs as specified in the</p>	Scored weighting 30%

		requirements. Costs will need to be reasonable and competitive and offer value for money.	
Stage 5	Final score / Award	<p>A Response which passes stage 1 and 2 will proceed to evaluation of Tenders in accordance with stages 3 to 5.</p> <p>The final score is calculated as follows:</p> <p>Total Technical Quality Requirements will make up to a maximum of 70% of total score. (Stage 3)</p> <p>Total Price Requirements will make up to a maximum of 30% of total score. (Stage 4)</p> <p>The most economically advantageous Tender will be the Tender with the highest final score.</p>	

- 1.1 Tenders will be evaluated on quality and price using the evaluation criteria set out in Atamis to determine which Tender is the most economically advantageous. The Authority will award the Contract to the Tenderer which submits the most economically advantageous tender which will be the highest scoring Tender after the weightings in clause 1.3 are applied.
- 1.2 Each question will be scored separately, and no reference will be made between the questions.
- 1.3 To ensure that the relative importance of both sets of criteria is correctly reflected in the overall score, a weighting system will be applied to the evaluation:
 - the total quality scores awarded will form **70%** of the final score;
 - The score awarded for price will form **30%** of the final score.
- 1.4 Each scoring question in the quality evaluation is given a weighting to indicate the relative importance of that question in the overall quality score. Weightings for quality scores are provided with the evaluation criteria and are detailed on Atamis for each question in the response form. The evaluation criteria for price are set out in the Pricing Schedule.
- 1.5 Evaluation of Tenders will be undertaken by a panel appointed by the Authority. Each panel member will first undertake an independent evaluation of the Tenders applying the relevant evaluation criteria for each question. Then, a moderation meeting will be held at which the evaluation panel will reach a consensus on the marking of each question.

- 1.6 Questions asked by the Authority to evaluate submission's Technical Quality can be found on Atamis. These are repeated as Appendix C of this ITT for information purposes.
- 1.7 The method for scoring price can be found on Atamis.
- 1.8 The submissions against the Technical Quality questions **E01 – E02** will be evaluated using the following scoring criteria:

Technical Scoring Criteria – 70%

For a score of 100: Excellent - Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a best-in-class thorough understanding of the requirement and provides details of how the requirement will be met in full.

For a score of 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 50: Acceptable - Response is relevant and acceptable. The response provides sufficient evidence to fulfil basic requirements.

For a score of 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 0: Unacceptable - Nil or inadequate response. Fails to demonstrate an ability to meet the requirement.

If a Tenderer receives a 'Fail' in either question F01 or F02 they will be eliminated from the procurement. If a score of twenty (20) or less is awarded to a Tenderer's response to any scored question (E01 – E02) the Authority may choose to reject the Tender.

The commercial evaluation will be based on total price and bidders will be required to provide a full price breakdown of the cost , and matched against milestones in the commercial workbook

Tenderers must provide a financial proposal, including rates and hours for each participating team member and costing analysed by work stages. The project is for a fixed cost. A breakdown of costs against each objective and against each key personnel including a detailed breakdown for equipment, consumables; overheads and travel costs are required. The Authority is keen to receive competitive Day Rates which must be set out in the "Commercial Workbook" (provided in the ITT pack); "Staff Costs" worksheet and ensure the

details entered in the “Milestone” worksheet are that of the deliverables detailed in the specification.

The above is required to be uploaded to the ‘Commercial Envelope’ of Atamis.

Where subcontractors or joint contractors are used, a separate breakdown for each should be provided in addition to the overall project costs.

Day rates for all staff should be provided along with a general description of duties.

Tenderers will be required to submit a total fixed cost for completion of the project and include a breakdown of costs against each objective and against key personnel. Costs will need to be reasonable and competitive and offer value for money.

Commercial Evaluation – 30%

The calculation used is the following:

$$\text{Score} = \frac{\text{Lowest Tender Price}}{\text{Tender Price}} \times 30\% \text{ Maximum available marks}$$

For example, if three Tender Responses are received and Tenderer A has quoted £3,000 as their total price, Tenderer B has quoted £5,000 and Tenderer C has quoted £6,000 then the calculation will be as follows:

$$\text{Tenderer A Score} = £3000/£3000 \times 30\% \text{ (Maximum available marks)} = 30\%$$

$$\text{Tenderer B Score} = £3000/£5000 \times 30\% \text{ (Maximum available marks)} = 18\%$$

$$\text{Tenderer C Score} = £3000/£6000 \times 30\% \text{ (Maximum available marks)} = 15\%$$

Commercial Pricing Breakdown applicable to this ITT is on Atamis. This should be downloaded; completed and attached to the commercial envelope.

***Please Note:**

Tenderers must be aware that all bids are **submitted** in acceptance of agreed Defra’s terms and conditions of contract for R&D. Any clarifications regarding terms and conditions must be discussed & agreed during the tender period. No discussion of terms and conditions of contract shall be held following tender submission. Failure to agree with the terms and conditions of contract post tender shall result in a bid being deemed non-compliant.

Selection Questionnaire - Financial standing

The Authority will review the economic information provided as part of the Selection Questionnaire response to evaluate a Tenderer’s economic and financial standing. The

Authority's evaluation will be based on all the information reviewed and will not be determined by a single indicator. If, based on its assessment of the information provided in a Response, the Authority decides that a Tenderer does not meet the Authority's required level of economic standing, the Authority may:

- ask for additional information, including information relating to the Tenderer's parent company, if applicable; and/or
- require a parent company guarantee or a performance bond.

If the Authority decides that a parent company guarantee or performance bond is required, the Authority will reject a Response if the Tenderer is unable to offer a commitment to make such provision. In addition to the information provided in a Response, the Authority may, at its discretion, consult Dun & Bradstreet reports and other credit rating or equivalent reports depending on where a Tenderer is located.

The Authority's assessment of economic and financial standing will consider financial strength and risk of business failure. Financial strength is based on tangible net worth and is rated on a scale of 5A (strongest) to H (weakest) obtained from Dun & Bradstreet. There are also classifications for negative net worth and net worth undetermined (insufficient information). Financial strength will be assessed relative to the estimated annual contract value.

The Authority will also consider annual turnover.

In the case of a joint venture or a consortium bid, the annual turnover is calculated by combining the turnover of the relevant organisations in each of the last two financial years.

Risk of Business Failure is rated on a scale of 1 (minimal) to 4 (significant) obtained from Dun & Bradstreet. There is also a classification of insufficient information. The Authority regards a score of 4 as indicating inadequate economic and financial standing for this procurement. The Authority will also calculate and evaluate the Tenderer's:

- operating performance: growth or reductions in sales, gross profit, operating profit, profit before tax and earnings before interest, tax, depreciation, amortisation, exceptional items and profit/loss on sale of businesses;
- liquidity: net current assets, movements in cash flow from operations, working capital and quick ratios, and average collection and payments periods; and financial structure: gearing ratios and interest cover.

Section 5: Performance Management Framework

1. Overview of the PMF

- 1.1. As part of the Authority's continuous drive to improve the performance of all Contractors, this PMF will be used to monitor, measure, and control all aspects of the Supplier's performance of contract responsibilities should they be awarded following mini competitions.
- 1.2. The PMF purpose is to set out the obligations on the successful Contractor, to outline how the successful Contractor's performance will be monitored, evaluated, and rectified for performance.
- 1.3. The Authority may define any reasonable performance management indicators for the Contractor under the following categories:
 - Updates to Authority
 - Data Handling
 - Participatory Outputs
 - Reports
 - Presentations
- 1.4. The above categories are consistent with all Contract awards allowing the Authority to monitor Contractor' performance at both individual level and at the enterprise level with the individual Contractor.

2. Management of the PMF

- 2.1. Key Performance Indicators (KPI's) shall be monitored on a regular basis and shall form part of the contract performance review. Performance of KPI's will be reported by the Contractor to the Authority on monthly basis. The Contractor shall detail performance against KPI's in Monthly Reports and at quarterly Contract Meetings with the Authority, who will review this and make comments if any.
- 2.2. The Contractor shall maintain their own management reports, including a Risk and Issues Log and present these as requested by the Authority at any meeting requested by the Authority.
- 2.3. Any performance issues highlighted in these reports will be addressed by the Contractor, who shall be required to provide an improvement plan ("Remediation Plan") to address all issues highlighted within a week of the Authority request.
- 2.4. Key Performance Indicators (KPIs) are essential to align Contractor's performance with the requirements of the Authority and to do so in a fair and practical way. KPIs must be realistic and achievable; they also must be met otherwise indicating that the

service is failing to deliver. The successful Contractor will ensure that failure and non-performance is quickly rectified.

- 2.5. The Authority reserves the right to amend the existing KPI's detailed in section 6 below or add any new KPI's. Any changes to the KPI's shall be confirmed by way of a Contract Change Note.

Section 6: Key Performance Indicators (KPI's)

KPI and deliverables	Measurement	Fail	Acceptable
1. Updates to Authority	Regular, and ad hoc, verbal, and written updates summarising progress and challenges	Updates are infrequent or lacking enough detail to assure the Authority of progress	Updates are timely and include enough detail to assure the Authority of progress
2. Data handling	Secure, accessible, and organised collecting and storage of data/information relating to the project	Data, information, and files are not kept up-to-date and are unavailable	All project data and information are up-to-date and accessible to the Authority
a. Evidence synthesis	Collection and storage of external and internal evidence sources, as well as any annotations / analysis	Evidence is only cited and not made available to the Authority	Evidence is gathered, stored and accessible to the Authority.
b. Evaluation questions	Proportionate collection and secure storage of key informant views and secondary data underpinning evaluation questions	Inadequate range of views and information accessed and not stored	Key stakeholders consulted and their views and other information are gathered and stored securely.
c. Baselines and data collection plan	Collection and storage of data used to develop and test counterfactuals and baselines	Data is inadequate to achieve deliverable	Data is adequate and available to the Authority.
3. Reports	Draft iterations and final reports, including comment logs and requested changes	Reports are late, incomplete and do not adequately address feedback from the Authority or deliverables	Reports are on time, complete, incorporate comments and address all deliverables
4. Presentations	Presentation materials and delivery of key findings	Presentations do not take place	Presentations take place and convey key findings clearly

<p>5. External communication</p>	<p>All external comms material is targeted to key stakeholders following the Authority's standards</p>	<p>External comms is not delivered and/or in infringement of the Authority's standards and rules of conduct.</p>	<p>External comms (e.g., social media, editorial pieces, graphs) are delivered to maximise stakeholder engagement.</p>
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Section 7: Appendices

1. Definitions

Unless the context otherwise requires, the following words and expressions used within the Bidder Pack (except for Section 3: Terms and Conditions of Contract) shall have the following meanings to be interpreted in the singular or plural as the context requires.

Terms and Conditions

TERM	MEANING
“Authority”	Means UK Government Department responsible for the environment, food and farming and rural affairs acting as part of the crown.
“Bidder Pack”	means this invitation to tender and all related documents published by the Authority and made available to Tenderers.
“Contract”	means the contract (set out in Appendix B) to be entered into by the Authority and the successful Tenderer.
“EIR”	means the Environmental Information Regulations 2004 (as amended) together with any guidance and/or codes of practice issued by the Information Commissioner or any Government Department in relation to those Regulations.
“eSourcing system”	means the eSourcing system is the eSourcing system (Atamis) used by the Authority for conducting this procurement, which can be found at https://defra-family.force.com/s/Welcome
“FOIA”	means the Freedom of Information Act 2000 (as amended) and any subordinate legislation made under that Act together with any guidance and/or codes of practice issued by the Information Commissioner or any Government Department in relation to that legislation.
“Form of Tender”	means the form contained in Annex 2 to the Procurement Specific section of the Bidder Pack which must be signed, scanned and uploaded into the Authority’s eSourcing System by the Tenderer to indicate that it understands the Tender and accepts the various terms and conditions and other requirements of participating in the exercise.
“Information”	means the information contained in the Bidder Pack or sent with it, and any information which has been made available to the Tenderer by the Authority, its employees, agents or advisers in connection with the procurement.
“Involved Person”	means any person who is either working for, or acting on behalf of, the Authority in connection with this procurement and/or the Contract including, without limitation, any officer, employee, advisor, agent, member, partner or consultant”.

“Pricing Schedule”	means the form accessed via eSourcing system in which Tenderers are required to submit their pricing information as part of a Tender.
“Regulations”	means the Public Contracts Regulations 2015.
“Relevant Body”	means any other organisation, body or government department that is working with or acting on behalf of the Authority in connection with this procurement and/or the Contract including, without limitation, its officers, employees, advisors, agents, members, partners or consultants.
“Response”	means the information submitted in response to the Bidder Pack via the online response forms on eSourcing system including the Tenderer’s formal Tender.
“Specification of Requirements”	the Authority’s requirements set out in Section 2 of the Bidder Pack Procurement Specific Requirements.
“Tender”	means the formal offer to provide the goods or services described in section 1.1 of part 1 of the Bidder Pack and comprising the responses to the questions in eSourcing system and the Pricing Schedule.
“Tenderer”	means anyone responding to the Bidder Pack and, where the context requires, includes a potential tenderer.
“Timetable”	means the procurement timetable set out in Section 1 of the Bidder Pack Procurement Specific Requirements.
“M&E”	Monitoring and Evaluation

Specification

AHTEG	Ad Hoc Technical Expert Group
CBD	Convention on Biological Diversity
COP15	Fifteenth meeting of the Conference of the Parties
DEFRA	Department for Environment, Food and Rural Affairs
IPBES	Intergovernmental Science-Policy Platform for Biodiversity and Ecosystem Services
KMGBF	Kunming-Montreal Global Biodiversity Framework
NBSAPs	National Biodiversity Strategies and Action Plans

Appendix A – Form of Tender

To be returned by 12:00pm (GMT time) on **12th January 2024**.

Procurement Advisor - Victor Mpehla
Department for Environment, Food and Rural Affairs
Procurement and Commercial Function

TENDER FOR: Development of modelling and scenarios for achieving the goals and targets of the Kunming-Montreal Global Biodiversity Framework.

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Tender Ref: Project/ITT **C21984**

1. We have examined the invitation to tender, and its schedules set out below (the **ITT**) and do hereby offer to provide the goods and/or services specified in the ITT and in accordance with the attached documents to the Authority commencing date **30/01/2024** for the period specified in the ITT.
 - Tender Particulars (Section 1)
 - Specification of Requirements (Section 2)
 - Form of Tender (Appendix A)
 - Authority's Conditions of Contract (Appendix B)
2. If this tender is accepted, we will execute the Contract and any other documents required by the Authority within 10 days of being asked to do so.
3. We agree that:
 - a. before executing the Contract substantially in the form set out in the ITT, the formal acceptance of this tender in writing by this Authority or such parts as may be specified, together with the documents attached shall comprise a binding contract between the Authority and us;
 - b. pursuant to EU Directive 1999/93/EC (Community Framework for Electronic Signatures) and the Electronic Communications Act 2000, the Contract may be executed electronically using the Authority's electronic tendering and contract management system, Atamis;
 - c. we are legally bound to comply with the confidentiality provisions set out in the ITT;
 - d. any other terms or conditions or any general reservation which may be provided in any correspondence sent by the Authority in connection with this procurement shall not form part of this tender without the prior written consent of the Authority;

- e. this tender shall remain valid for 120 days from the closing date for tenders specified in the ITT; and
 - f. the Authority may disclose our information and documents (submitted to the Authority during the procurement) more widely within Government for the purpose of ensuring effective cross-Government procurement processes, including value for money and related purposes.
4. We confirm that:
- a. there are no circumstances affecting our organisation which could give rise to an actual or potential conflict of interest that would affect the integrity of the Authority's decision making in relation to the award of the Contract; or
 - b. if there are or may be such circumstances giving rise to an actual or potential conflict of interest, we have disclosed this in full to the Authority.
5. We undertake and it shall be a condition of the Contract that:
- a. the amount of our tender has not been calculated by agreement or arrangement with any person other than the Authority and that the amount of our tender has not been communicated to any person until after the closing date for the submission of tenders and in any event not without the consent of the Authority;
 - b. we have not canvassed and will not, before the evaluation process, canvass or solicit any member or officer, employee or agent of the Authority or other contracting authority in connection with the award of the Contract and that no person employed by us has done or will do any such act; and
 - c. made arrangements with any other party about whether or not they may submit a tender except for the purposes of forming a joint venture.
6. I warrant that I am authorised to sign this tender and confirm that we have complied with all the requirements of the ITT.

Signed

Date

In the capacity of

**Authorised to sign
Tender for and on**

behalf of

Postal Address

Post Code

Telephone No.

Email Address

Appendix B

AUTHORITY'S CONDITIONS OF CONTRACT

Upload on Atamis

Appendix C – Technical Evaluation Questions

In line with DEFRA policy, we will be awarding a contract to the Most Economically Advantageous ITT response (MEAT).

The overall score is broken down as follows: 70% of the overall score will be awarded for technical criteria and 30% of the overall score will be awarded for commercial.

Please note responses will be assessed against demonstration of understanding of the Specification as attached above.

The technical evaluation criteria that will be used to assess responses are set out in the table below. The Technical criteria is weighted according to its significance to the project, and this will be applied using the following scoring methodology:

Scoring Criteria	Technical Scoring criteria		
	<p>E01 - E02 will be scored using the following scoring criteria:</p> <ul style="list-style-type: none">• For a score of 100: Excellent - Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a best-in-class thorough understanding of the requirement and provides details of how the requirement will be met in full.• For a score of 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 50: Acceptable - Response is relevant and acceptable. The response provides sufficient evidence to fulfil basic requirements.• For a score of 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 0: Unacceptable - Nil or inadequate response. Fails to demonstrate an ability to meet the requirement. <p>If you score 20 or less in respect of questions E01 - E02 then you may be eliminated from the procurement. If a Tenderer receives a 'Fail' in any of the questions on F01 and, F02 they will be eliminated from the procurement.</p>		
	Criteria	Weighting	Description

Detailed technical criteria	F01 – Sustainability/Social Value	Pass/Fail 100%	<p>The Authority has set itself challenging commitments and targets to improve the environmental and social impacts of its estate management, operation, and procurement. These support the Government's green commitments. The policies are included in the Authority's sustainable procurement policy statement published at:</p> <p>https://www.gov.uk/government/publications/defra-s-sustainable-procurement-policy-statement</p> <p>Within this context, please explain your approach to delivering the services and how you intend to reduce negative sustainability and social impacts, including employing a diverse pool of individuals. Please discuss the methods that you will employ to demonstrate and monitor the effectiveness of your organisation's approach.</p> <p>Your response should:</p> <ul style="list-style-type: none"> • Demonstrate that the Tenderer has a sustainability policy in place; and • Provide evidence of your organisation's approach to Social Value, equality, diversity and inclusion. • How will you ensure that all practices used in this contract meet Defra's sustainable procurement standards? • How will you ensure that equality, diversity and inclusion considerations are implemented in the development of this contract? <p>A "Fail" will be allocated to a response that does not demonstrate any evidence of Sustainability and Social Value, equality, diversity and inclusion.</p>
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			<p>.</p> <p>Please upload a document with the filename: F01 Your Company Name.</p> <p>Your response must be a maximum of two sides of A4, font size 11 addressing the below questions. Any responses exceeding two sides of A4 will not be evaluated beyond the last page.</p>
	F02 - Health and Safety	Pass/Fail 100%	<p>Please provide a copy of your Health & Safety policy/statement and an example risk assessment from similar assignments. The risk assessment should identify associated risks, control or mitigation measures, and residual risk levels.</p> <p>Your response should provide details of suitably robust procedures for health and safety, including how they will ensure surveys will be conducted in a safe manner.</p> <p>Where the supplier is of 5 employees or less, please provide some detail about health and safety in your organisation.</p> <p>How will health and safety considerations be implemented in the development of this contract?</p> <p>A "Fail" will be allocated to a response that does not demonstrate any evidence of addressing health and safety.</p> <p>Please upload a document with the filename: F02 Your Company Name, and any associated supporting documents.</p> <p>Your response must be a maximum of two sides of A4, font size 11 addressing the below questions. Any responses exceeding two sides of A4 will not be evaluated beyond the last page.</p>

	E01 – Approach and methodology	60%	<p>Please provide details of the methodology and approaches proposed to deliver the requirement.</p> <p><u>Evaluation criteria:</u></p> <p>Your response will be evaluated based on whether it:</p> <ul style="list-style-type: none"> • Confirmation that your quotation proposal meets our specification. Please highlight any differences or provide alternatives with reasons/benefits of using those alternatives. Please ensure your response is clear and well presented. • Clearly set out the proposed approach and methodology for delivering the full scope of each of the main components of the work • Demonstrate an understanding of what Defra is trying to achieve through this contract. <p>Please upload your response with the filename “E01 Your Company Name_Approach and Methodology”. Your response must be a maximum of 4 sides of A4, font size 11.</p>
	E02 – Ability to deliver (availability and technical capability)	40%	<p>Please demonstrate your ability to deliver.</p> <p><u>Evaluation criteria:</u></p> <p>Your response will be evaluated based on the below:</p> <ul style="list-style-type: none"> • Details provided of project timeline, quality assurance measures (including internal monitoring and review processes), project management techniques and reporting and support systems. • Include project-specific risk matrix – quantify likelihood and impact of risk and dependencies and outline mitigation measures including contingency in the event of delays, staff absences etc. • Demonstrate a clear understanding of the requirements in the specification and the services we are seeking.

		<ul style="list-style-type: none"> • Demonstrate previous experience of related work and knowledge of biodiversity modelling approaches, and the links to and implementation of the Kunming- Montreal Global Biodiversity Framework. • Demonstrate good project planning and management skills and the plans to deliver concurrent workstreams outlined in the project requirements. • Confirmation of adequate staff resources devoted to the project and with appropriate expertise. • Please show the structure of the project team; clearly identifying which key staff will be assigned to each of the tasks and outputs of the project and the number of days each will provide. • Please provide CVs of key staff who will work on the project – maximum 2 A4 pages each, font size 11. <p>Please upload your response with the filename “E02 Your Company Name_Availability to deliver”. Your response must be a maximum of 4 sides of A4, font size 11. CVs and risk matrix will be in addition to this.</p>
Scoring and calculation method	<p>Commercial Evaluation</p> <p>The calculation used is the following:</p> <p>Score = $\frac{\text{Lowest Tender Price}}{\text{Tender Price}} \times 30\%$ Maximum available marks</p> <p>For example, if three Tender Responses are received and Tenderer A has quoted £3,000 as their total price, Tenderer B has quoted £5,000 and Tenderer C has quoted £6,000 then the calculation will be as follows:</p> <ul style="list-style-type: none"> • Tenderer A Score = $\frac{£3000}{£3000} \times 30\%$ (Maximum available marks) = 30% • Tenderer B Score = $\frac{£3000}{£5000} \times 30\%$ (Maximum available marks) = 18% 	

	<ul style="list-style-type: none"> Tenderer C Score = £3000/£6000 x 30% (Maximum available marks) = 15%
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Appendix D – Commercially Sensitive Information

Please re-produce and upload as an attachment on Atamis if applicable

TENDERER'S COMMERCIALY SENSITIVE INFORMATION	POTENTIAL IMPLICATION OF DISCLOSURE	DURATION COMMERCIALY SENSITIVE INFORMATION OF

Appendix E – Pricing Schedule

For completion according to the ITT Specification (Available on Atamis. Please upload to Atamis)

Appendix F – Staff Time in Days Template

For Completion (Available on Atamis. Please upload to Atamis)

Specification References

ⁱ IPBES (2019). Global Assessment Report on Biodiversity and Ecosystem Services.

ⁱⁱ IPBES (2019). Global Assessment Report on Biodiversity and Ecosystem Services.

ⁱⁱⁱ IPBES (2016) Summary for policymakers of the methodological assessment of scenarios and models of biodiversity and ecosystem services of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services.

^{iv} CBD INF docs: information documents issued by the CBD for the attention of CBD Parties

^v Annex VI to decision IPBES-9/1- Foundations of the nature futures framework | IPBES secretariat

^{vi} Duran et al. (2023) Bringing the Nature Futures Framework to life: creating a set of illustrative narratives of nature futures. Sustainability Science. 10.1007/s11625-023-01316-1.

^{vii} IPBES/10/INF/12. Information on advanced work on policy instruments, policy support tools and methodologies