



Department
for Environment
Food & Rural Affairs



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RSK ADAS Limited
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22nd June 2021

COMMERCIAL IN CONFIDENCE

Farm and Land Management Advice Framework (contract ecm_61735)

Farm and Land Management Advice Framework Theme:	Catchment Sensitive Farming
Mini-Contract Title:	Catchment Sensitive Farming one to one on-farm advice.
Mini-Contract Reference:	FaLMACSFEE007

IT IS AGREED as follows:

As per the mini-tender Request for Quotation, the delivery of Catchment Sensitive Farming in the East of England Lot will commence on 22nd June 2021. Activities and payment details are summarised below.

Table 1

Activity Type	Delivery Deadline	Funding Source (RDPE or GiA)	No. of Units	Unit Cost (£s exc VAT)	Total Cost (£s exc VAT)
WQ1/A CS Farm Review	18/03/22	GiA	1	[REDACTED]	[REDACTED]
WQ1/B: Nutrient Management Plans	18/03/22	GiA	1	[REDACTED]	[REDACTED]
WQ1/C: Farm Infrastructure Audit	18/03/22	GiA	1	[REDACTED]	[REDACTED]
WQ1/E: Water Pathway Management	18/03/22	GiA	1	[REDACTED]	[REDACTED]
WQ1/J: Pesticide Filling – Washdown Facilities and Bio-bed / Bio-filter Design	18/03/22	GiA	1	[REDACTED]	[REDACTED]
WQ1/K: Maximising Countryside Stewardship Opportunities through CSF	18/03/22	GiA	1	[REDACTED]	[REDACTED]

WQ1/L: Water Holding Structure Design and Management Advice	18/03/22	GiA	■	■	■
WQ1/N: The Farm Infrastructure Audit Report Review	18/03/22	GiA	■	■	■
WQ1/R: Farm Machinery Management	18/03/22	GiA	■	■	■
WQ1/S: Managing Land Drainage Systems to minimise DWPA	18/03/22	GiA	■	■	■
WQ1/T: Natural Flood Management	18/03/22	GiA	■	■	■
WQ1/U: Assessment and Monitoring of Soil Health	18/03/22	GiA	■	■	■
AQ1/B: Livestock nutrient planning. Animal nutrition to reduce losses of nutrients & ammonia to the environment	18/03/22	GiA	■	■	■
WQ1a/M6: Standard Soil Sampling, assessment of soil biological activity/soil health with No Interpretation, for agricultural soil. Analysis of field soil(s) including pH and lime requirement, P, K, Mg, extractable copper, extractable zinc, hot-water extractable boron, soil texture, soil organic matter (by loss on ignition) and soil respiration by CO2 burst. Analysis of hedgerow/field margin sample(s) for soil organic matter (by loss on ignition) and soil respiration by CO2 burst	18/03/22	GiA	■	■	■
Grand Total					£145,515

The Service Provider shall deliver the Services in accordance with the details specified in the following documents:

1. the mini-tender Request for Quotation dated 25th May 2021
2. the mini-tender specification issued in support of the Request for Quotation
3. the mini-tender submission of the Service Provider submitted to Bravo on 9th June 2021
4. the delivery milestones as set out in Annex A to this Work Order.

If there is any conflict between the documents referred to above or the terms of the Framework Agreement, the conflict shall be resolved in accordance with the following order of precedence:

1. this Work Order (including Annex A).
2. the mini-tender specification issued by Natural England as referred to above.
3. the Framework Agreement.
4. the mini-tender submission of the Service Provider as referred to above.

All other terms and conditions are as per the main framework contract. The final claim should be submitted by 29/04/2022 (within 6 weeks of the mini-contract delivery end date).

Upon receipt of the signed mini contract award letter, an official purchase order will be raised (for the GiA funded element of this mini contract) which must be quoted on all invoices prior to claims submission. To note the terms and conditions attached with the purchase order are not applicable as the terms and conditions of the main framework contract take precedence.

The offer comprised in the Award Letter shall be deemed to be accepted by the Contractor on receipt by the Customer of the Contractor's notification of acceptance via Bravo within 7 days of the date of the Award Letter.

Yours sincerely

[Redacted Signature]

[Redacted Name]

Defra Group Commercial

T: 020 802 6 [Redacted]

[Redacted] Gov.uk

Annex A: Delivery Milestones

Deadline	Activity
22/06/2021	Delivery to commence.
30/09/2021	████ Provision of T.B.C contact details
30/11/2021	████ % of the technical visits & reports completed.
31/01/2022	████ % of the technical visits & reports completed.
18/03/2022	████ % of the technical visits, sampling visits & reports completed.
29/04/2022	Final claim submitted to Natural England (with all associated claim

Schedule 1: PROCESSING, PERSONAL DATA AND DATA SUBJECTS

1. This Schedule shall be completed by the Authority, who may take account of the view of the Contractor, however the final decision as to the content of this Schedule shall be with the Authority at its absolute discretion.
2. The contact details of the Authority Data Protection Officer are:
[REDACTED] DPR@defra.gsi.gov.uk
3. The contact details of the Contractor Data Protection Officer are:
[REDACTED] @adas.co.uk
4. The Contractor shall comply with any further written instructions with respect to processing by the Authority.
5. Any such further instructions shall be incorporated into this Schedule.

Data Processing descriptor	Narrative
Identity of the Controller and Processor	The Parties acknowledge that for the purposes of the Data Protection Legislation, the Authority is the Controller and the Contractor is the Processor in accordance with Clause E2.1.
Subject matter of the processing	The processing is needed in order to ensure that the Processor can effectively deliver the services required by the contract to provide.
Duration of the processing	Duration of the contract
Nature and purposes of the processing	The collection, recording, organisation and storage of information for the purpose of providing advice to named individuals.
Type of Personal Data	Name, address, date of birth, NI number, telephone number, email address.
Categories of Data Subject	Members of the public in the person of farmers who will be the recipients of advice.
Data Processing descriptor	Narrative