



Department
for Environment
Food & Rural Affairs



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16/10/2025

COMMERCIAL IN CONFIDENCE

Environmental Training Advice and Facilitation Theme:	Catchment Sensitive Farming
Call-off Contract Title:	One-to-one Advice Programme - East of England region within Lot 3 (South & East)
Call-off Contract Reference:	ETAFFCSFS&E08
Project Code:	████████
Contract Code:	████████

IT IS AGREED as follows:

As per the tender Request for Quotation, the delivery of Catchment Sensitive Farming Advice in the South & East Lot will commence on 22/10/2025. Activities and payment details are summarised below.

Table 1

Activity Type	Delivery Deadline	Funding Source	No. of Units	Unit Cost (£s exc VAT)	Total Cost (£s exc VAT)
CSF 2 – Nutrient Management Planning	████████	GiA	1	████████	████████
CSF 3 – Farm Infrastructure Appraisal	████████	GiA	7	████████	████████

CSF 4 – Storage and Handling of Organic Manures and Silage	████████	GiA	1	████████	████████
CSF 5 – Water Flow Management	████████	GiA	6	████████	████████
CSF 10 - Pesticide Handling Facilities and Biobed/Biofilter Design	████████	GiA	5	████████	████████
CSF 12 - Water-Holding Structures	████████	GiA	5	████████	████████
CSF 16 - Soil and Nutrient Management Planning	████████	GiA	1	████████	████████
CSF 19 - Natural Flood Management	████████	GiA	1	████████	████████
CSF 20 - Soil Health	████████	GiA	1	████████	████████
CSF 21 – Sustainable Water Usage	████████	GiA	1	████████	████████
CSF M1 - Standard Soil Sampling with No Interpretation for Standard Agricultural Soil Analysis (P, K, Mg, pH), plus Textural Classification and Organic Matter	████████	GiA	2	████████	████████
CSF M2 - Standard Soil Sampling Certificate with Interpretation for Standard Agricultural Soil Analysis (P, K, Mg, pH), plus Textural Classification, and Organic Matter and Crop Nutrient Recommendations (P, K, Mg, pH, Lime Requirement)	████████	GiA	1	████████	████████
CSF M3 - Standard Soil Analysis (P, K, Mg, pH, Textural Classification and Soil Organic Matter), including Estimation of Soil Nitrogen Status (SNS) Certificate with Interpretation and Crop Nutrient Recommendations	████████	GiA	1	████████	████████
CSF M5 - Slurry/Manure Sampling and Analysis Certificate with Interpretation and Recommendations (pH, Dry Matter, Total N, Nitrate-N, Ammonium-N, Uric Acid-N, total P, K, Mg, Ca, S,), Cu, Zn	████████	GiA	1	████████	████████
CSF 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	████████	GiA	1	████████	████████
Grand Total			35		£50,352.10

NB: As per the ETAFF Framework Management Manual, section 3.3.2, payment* for group events will be assessed for each event and based on the attendance achieved against agreed capacity levels stated in the RfQ. Where attendance exceeds the target capacity, █████ of total event unit cost will be paid per additional attendee up to a maximum of █████ attendees per event.
*Unless stated otherwise in the RfQ.

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

1. the tender Request for Quotation dated [REDACTED]
2. the tender specification issued in support of the Request for Quotation
3. the tender submission of the Service Provider submitted to Atamis on [REDACTED]
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 tender specification issued by Natural England as referred to above.
3. the Framework Agreement.
4. the 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 [REDACTED] (within [REDACTED] weeks of the call-off contract delivery end date).

Upon receipt of the signed call-off contract award, a purchase order will be raised which must be quoted on all claim submission invoices. To note the terms and conditions of the main framework contract take precedence over those attached with the purchase order.

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 signed acceptance via **Atamis** within 3 working days of the date of the Contract Inception Meeting.

Yours sincerely,

[REDACTED]

Annex A

Table 1: Delivery Milestones

Deadline	Activity
██████	Inception Meeting to be held and Contact List to be provided.
██████	Delivery of one-to-one advice commence.
██████	30% of technical visits and reports completed. 100% of sampling visits completed.
██████	70% of technical visits and reports completed.
██████	100% of the technical visits & reports completed.
██████	Final claim submitted to Natural England (with all associated claim supporting documentation as per the FMM).

Signed for and on behalf of the Supplier

Signed for and on behalf of the Authority

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:
DGC.GDPR@defra.gsi.gov.uk
3. The contact details of the Contractor Data Protection Officer are:
dataprivacy@genusplc.com
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