



Department
for Environment
Food & Rural Affairs



The European Agricultural
Fund for Rural Development:
Europe investing in rural areas



Natural England
Suite D
Unex House - 1st Floor
Bourges Boulevard
Peterborough
PE1 1NG

Tel: 020802 61641

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C/O ██████████
RSK ADAS Ltd
Battlegate Road
Boxworth
Cambridge
CB23 4NN

13/09/2018

COMMERCIAL IN CONFIDENCE
Farm Advice Framework (contract ECM_6695)

Farm Advice Framework Theme:	Catchment Sensitive Farming
Mini-Contract Title:	Catchment Sensitive Farming: One-to-one On-farm Advice, Group Events and Guest Speakers
Mini-Contract Reference:	FAFNE/CSFSW012

IT IS AGREED as follows:

As per the mini-contract invitation, the delivery of CSF advice in the South West Lot will commence on 18th September 2018. 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)
Farm Infrastructure Audit (WQ1/C)	28/02/2019	RDPE	■	■	■
Biobed (WQ1/J)	18/10/2018	RDPE	■	■	■
Assessment of Atmospheric Impacts of Current and Proposed Farm Infrastructure (Other Activities – Expert)	28/02/2019	RDPE	■	■	■
Agronomists' Event (2c) Farm Walk and Workshop Capacity 15	30/11/2018	RDPE	■	■	■
Farm Infrastructure (2c) Farm Walk and Workshop Capacity 15	31/12/2018	RDPE	■	■	■
Farm Infrastructure (2c) Farm Walk and Workshop Capacity 20	31/01/2019	RDPE	■	■	■
Farm Infrastructure (2c) Farm Walk and Workshop Capacity 25	31/01/2019	RDPE	■	■	■
Looking at Farm Tracks (2c) Farm Walk and Workshop Capacity 10	31/12/2018	RDPE	■	■	■
Post Maize Harvest Management (2c) Farm Walk and Workshop Capacity 15	15/12/2018	RDPE	■	■	■
Post Maize Harvest Management (2c) Farm Walk and Workshop Capacity 20	15/12/2018	RDPE	■	■	■
Out-wintering Livestock (2c) Farm Walk and Workshop Capacity 10	28/02/2019	RDPE	■	■	■
Outwintering Livestock (2c) Farm Walk and Workshop Capacity 15	28/02/2019	RDPE	■	■	■
Water Management and Flood Management Opportunities (2c) Farm Walk and Workshop Capacity 10	30/11/2018	RDPE	■	■	■
Guest Speakers - Water Management and Natural Flood Management Opportunities	30/11/2018	RDPE	■	■	■
Workshop/meeting – Additional 10% top up payment for over attendance					■
Grand Total					159,708.40

NB: for RDPE funded events, the unit cost is 110% of the price supplied, due to the potential Sliding Scale bonus payment. The Service Provider shall deliver the Services in accordance with the details specified in the following documents:

1. the mini-tender specification dated 21/08/2018 issued by Natural England.
2. the mini-tender submission of the Service Provider submitted to Natural England on 04/09/2018.

3. 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 11/04/2019 (within 6 weeks of the mini-contract delivery end date).

Please arrange for an authorised signatory to sign this amendment in manuscript and return a copy via Bravo messaging.

ON BEHALF OF NATURAL ENGLAND

By (capitals): 



Signature:

Title: **Defra Group Commercial**

Date: 13th September 2018

ON BEHALF OF RSK ADAS LTD

By (capitals): 



Signature:

Title: **CONTRACT MANAGER**

Date: 13th September 2018

Annex A: Delivery Milestones

Deadline	Activity
18 September 2018	<p>Delivery to start</p> <p>Progress reports to be provided to the Contract Manager at least every two weeks to include visits booked and undertaken.</p> <p>Claims or nil claims (including progress reports) to be submitted on a monthly basis.</p> <p>A minimum of 80% of one to one contacts to be passed across to the Supplier immediately after Inception Meeting and on receipt of a signed offer letter.</p>
10 October 2018	Draft Event Delivery plan submitted to Natural England
18 October 2018	<p>Final Event Delivery Plan submitted to Natural England</p> <p>20% of 1:1 visits completed and reports sent to the farmers</p> <p>2 Biobed reports sent to the farmers</p>
17 October 2018	Commence the delivery of Events
30 November 2018	<p>40% of 1:1 visits completed and reports sent to the farmers</p> <p>100% of contacts for one to one visits passed across to Supplier by NE.</p>
31 December 2018	55% of 1:1 visits completed and reports sent to the farmers
31 Jan 2019	75% of 1:1 visits completed and reports sent to the farmers
28 Feb 2019	<p>All events completed</p> <p>100% of 1:1 visits completed and reports sent to the farmers</p>
11 April 2019	Final claim to be submitted by this date