



Department
for Environment
Food & Rural Affairs



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



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29/03/2018

COMMERCIAL IN CONFIDENCE
Farm Advice Framework (contract ECM_51874)

Farm Advice Framework Theme:	Catchment Sensitive Farming
Mini-Contract Title:	CSF Mid-Tier Activity and associated 1-to-1 visits and events in the South West
Mini-Contract Reference:	FAFNE/CSFSW011

IT IS AGREED as follows:

As per the mini-contract invitation, the delivery of CSF advice in the South West Lot will commence on 2nd April 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)
Maximising Countryside Stewardship Opportunities through CSF (WQ1/K)	16/07/2018	RDPE	█	█	█
Farm Infrastructure Audit (WQ1/C)	16/07/2018	RDPE	█	█	█
Slurry/manure handling and storage (WQ1/D)	16/07/2018	RDPE	█	█	█
Farm Infrastructure Audit Follow up (WQ1/N)	16/07/2018	RDPE	█	█	█
Countryside Stewardship and water quality event: on-farm walk/workshop (15 attendees)	15/05/2018	RDPE	█	█	█
Countryside Stewardship and water quality event: workshop (10 attendees)	15/05/2018	RDPE	█	█	█
Workshop/meeting – Additional 10% top up payment for over attendance					█
Grand Total					£99,850

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 08/03/2018 issued by Natural England.
2. the mini-tender submission of the Service Provider submitted to Natural England on 22/03/2018.
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 11/09/2018 (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

ON BEHALF OF RSK ADAS LTD

By (capitals): █

By (capitals): █

Signature:

Signature:

Title: **Defra Group Commercial**

Title:

CONTRACT MANAGER

Date: 29TH March 2018

Date: 29th March 2018

Annex A: Delivery Milestones

Blue = Natural England activity

Green = Supplier activity (one-to-one visits)

Red = Supplier activity (events)

Deadline	Activity
2 nd April 2018	<p>Contract commences</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 to be submitted on a monthly basis.</p> <p>100% of names for 1:1 visits to be passed across following inception meeting</p> <p>Mailing lists for Water Quality events to be passed across following inception meeting</p> <p>Suggested venues for the Water Quality events to be agreed</p> <p>Commence the delivery of the Water Quality events</p> <p>Commence the delivery of 1:1 visits</p>
18 th May	<p>All Water Quality Events to be completed</p> <p>All 1:1's contacted and farmers reminded to request a MT application pack from NE before end of May</p> <p>10% visits complete and reports sent to farmer</p>
End May	25% visits complete and reports sent to farmer
15 th June	50% visits complete and reports sent to farmer
End June	75% visits complete and reports sent to farmer
16 th July	100% visits complete and at least 95% of reports sent to farmer
11th September 2018	Final claim to be submitted by this date

Please note: claims and relevant supporting documentation (including contract outputs for all activity covered by the claim) should be submitted on a **monthly** basis.