**Clarification Responses to RFQ for Marine, Coast and Estuarine Citizen Science Review to inform marine Natural Capital in English Waters (Procurement Ref MNC-0100)**

11/08/2022

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|  | **Query** | **Response** |
| 1 | Please clarify whether the focus of the review is just those items listed at the bottom of page 4, which are entirely ecological, or whether the review should also trap socio-economic sources as is suggested by page 5 and Appendix 1. | This project intends to encompass both ecological and socio-economic initiatives.  Page 4 refers to the Project Background (Section 2) stating the need for the project, and references some of the evidence needs as highlighted in a recent analysis report.  Page 5, Section 4 details the Project Aim and broadly summarises initiatives of interest to be included in the project. Appendix 1, includes categories for both socio-economic and ecological initiatives to be delivered as part of this contract. |
| 2 | Regarding project timelines, page 2 of the RfQ says the intended date of Contract Award & Start Date is the w/c 5th September, and page 9 says the Intended Contract Start Date is the 12th September – which is correct? | We intend to notify award w/c 5 this September and issue the contract to commence from 12th September. |
| 3 | Regarding project timelines, is there any flexibility on the timescales (5th/12th September to 21st October delivery date/4th November completion date)? | 12th Sept – 21st Oct provides a 6-week delivery time. As outlined in Section 8 ‘*It is requested that the Tenderer provide an indicative timescale for delivery of all deliverables within their Tender proposal, including whether it meets the Project Timeline outlined above.*’ If a prospective contractor wishes to deviate from the proposed timeline this should be provided in their submission and will be scored accordingly, as per Quotation Submission section b) on page 10.  IE tenders will be disqualified if they do now meet delivery prior to the deadline. As a definition for ‘Deadline’ is not provided in the RFQ document NE clarifies that this means delivery prior to the Contract Completion Date (4th November 2022) thereby giving prospective contractors the opportunity to amend milestones prior to this date. |
| 4 | Does the contract value range shown on the contracts finder website include VAT? | Yes, VAT is included. |
| 5 | Does the report have to be submitted using the Natural England formatting template or do we use our own? | NE will provide a cover sheet / template to the awarded contractor. |
| 6 | Does the GIS files have to be in ArcGIS or in any compatible format? For example QGIS is compatible with Arc but can we submit QGIS layer files? | All GIS datasets need to be provided in ESRI ArcGIS format compatible with ArcGIS 10.2.2 and have attached metadata. Therefore QGIS will not be accepted. |
| 7 | There is a requirement for data sources to be highlighted which could include databases or a number of platforms such as Zooniverse or organizations such as Nesta. Are you looking for a comprehensive set of sources or just more indicative? | We need all relevant databases/ platforms to be identified and catalogued (with appropriate hyperlinks where available). To undertake the review and particularly the evaluation of the initiatives, NE assumes that a comprehensive audit would be required. |
| 8 | Do you see any potential for benefits mapping in this contract? | As part of the opportunity analysis, NE could see the benefits of benefits mapping. |