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Request for Quotation

## 

## Request for Quotation

**Analysis of Projected Climate Change Impacts on the Monitored Features of Amberley Wild Brooks SSSI and long-term adaptive management requirements**

You are invited to submit a quotation for the requirement described in the specification below.

Please confirm, by email, receipt of these documents and whether you intend to submit a quote.

Your response should be returned to the following email address by: 12:00, 17/10/2022

Email: Helen.Laurie@naturalengland.org.uk

Date: 17/10/2022

Time: 12:00

Ensure you state the reference number and ‘Final Submission’ in the subject field to make it clear that it is your response.

**Contact Details and Timeline**

[Simon Duffield](mailto:simon.duffield@naturalengland.org.uk) will be your contact for any questions linked to the content of the quote pack or the process. Please submit any questions by email and note that, unless commercially sensitive, both the question and the response will be circulated to all tenderers.

|  |  |
| --- | --- |
| Action | Date |
| Date of issue of RFQ | 22-09-2022 |
| Deadline for clarifications questions | 25-10-2022 at 12:00 BST / GMT |
| Deadline for receipt of Quotation | 28-10-2022 at 12:00 BST / GMT |
| Intended date of Contract Award | 21-10-2022 |
| Intended Contract Start Date | 04-11-2022 |
| Intended Delivery Date / Contract Duration | 07-11-2022 to 24-03-2023 |

### Glossary

Unless the context otherwise requires the following words and expressions used within this Request for Quotation shall have the following meanings (to be interpreted in the singular or plural as the context requires):

|  |  |
| --- | --- |
| “Authority” | Means the Department for Environment, Food and Rural Affairs acting as part of Natural England |
| “RFQ” | Means this Request for Quotation and all related documents published by the Authority and made available to suppliers |
| “Contract” | Means the contract to be entered into by the Authority and the successful supplier. |

### Conditions applying to the RFQ

You should examine your response to the RFQ and related documents ensuring it is complete prior to submitting your completed quotation.

Your quotation must contain sufficient information to enable the Authority to evaluate it fairly and effectively. You should ensure that you have prepared your quotation fully and accurately and that prices quoted are arithmetically correct for the units stated.

The supplier by submitting a quotation is deemed to accept the terms and conditions in the RFQ. Failure to comply with the instructions set out in the RFQ may result in the supplier’s exclusion from this procurement.

**Acceptance of Quotations**

By issuing this RFQ the Authority does not bind itself to accept any quotation and reserves the right not to award a contract to any supplier who submits a quotation.

#### Costs

The Authority will not reimburse you for any costs and expenses which you incur preparing and submitting your quotation, even if the Authority amends or terminates the procurement process.

#### Mandatory Requirements

The RFQ includes mandatory requirements and, if you do not comply with them, your quotation will not be evaluated. All mandatory requirements are set out in Bravo.

#### Clarifications

The Authority reserves the right to discuss, confidentially, any aspect of your quotation with you prior to any award of Contract to clarify matters.

#### Amendments

The Authority may amend the RFQ at any time prior to the deadline for receipt. If it amends the RFQ the Authority will notify you in writing and may extend the deadline for receipt in order to give you a reasonable time in which to take the amendment into account.

#### Conditions of Contract

The terms and conditions - [Condensed Terms and Conditions](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/419955/standard-condensed-terms.doc) - will be included in any contract awarded as a result of this RFQ process. The Authority will not accept any material changes to these terms and conditions proposed by a supplier.

#### Specification

The Authority is Natural England. The Authority’s priorities are to secure a healthy natural environment; a sustainable, low-carbon economy; a thriving farming sector and a sustainable, healthy and secure food supply. Further information about the Authority can be found at: [Natural England](http://www.naturalengland.org.uk/).

1. **Project Aim**

Climate change (CC) is placing additional pressures on protected sites, leading to specific areas of vulnerability that are context and site specific. Allowing nature to adapt to CC will require a more dynamic approach to nature conservation where conservation priorities change over time as species and habitats respond to CC.

This pilot project will undertake an in-depth analysis of projected CC impacts on Amberley Wild Woods SSSI and wider catchment, and a vulnerability assessment of the monitored features and wider interest features. Based on this analysis, consideration will be given to how conservation objectives may need to change in future and recommendations provided on the long-term adaptive management required to address the developing pressures that CC poses. This study will form the basis for a second phase CC analysis of multiple SSSIs.

1. **Background**

There is increasing evidence that CC is and will increasingly impact the natural world. The changing distribution and abundance of species and the timing of ecological events are resulting in changes to the structure and function of communities. Coupled with non-climatic anthropogenic pressures such as habitat fragmentation and diffuse pollution, the natural world will struggle to adapt to rapid environmental change.

Natural England has implemented a SSSI Future Reforms (SSSIFR) project to investigate whether the statutory framework for Sites of Special Scientific Interest (SSSIs) supports the natural world’s increasing dynamism as it responds to CC, or if regulation needs to evolve to better protect habitats and species during rapid ecological change. Natural England’s Action Plan for 2022/23 commits to investing in the reform of some of our statutory duties, including the way that we designate SSSIs.

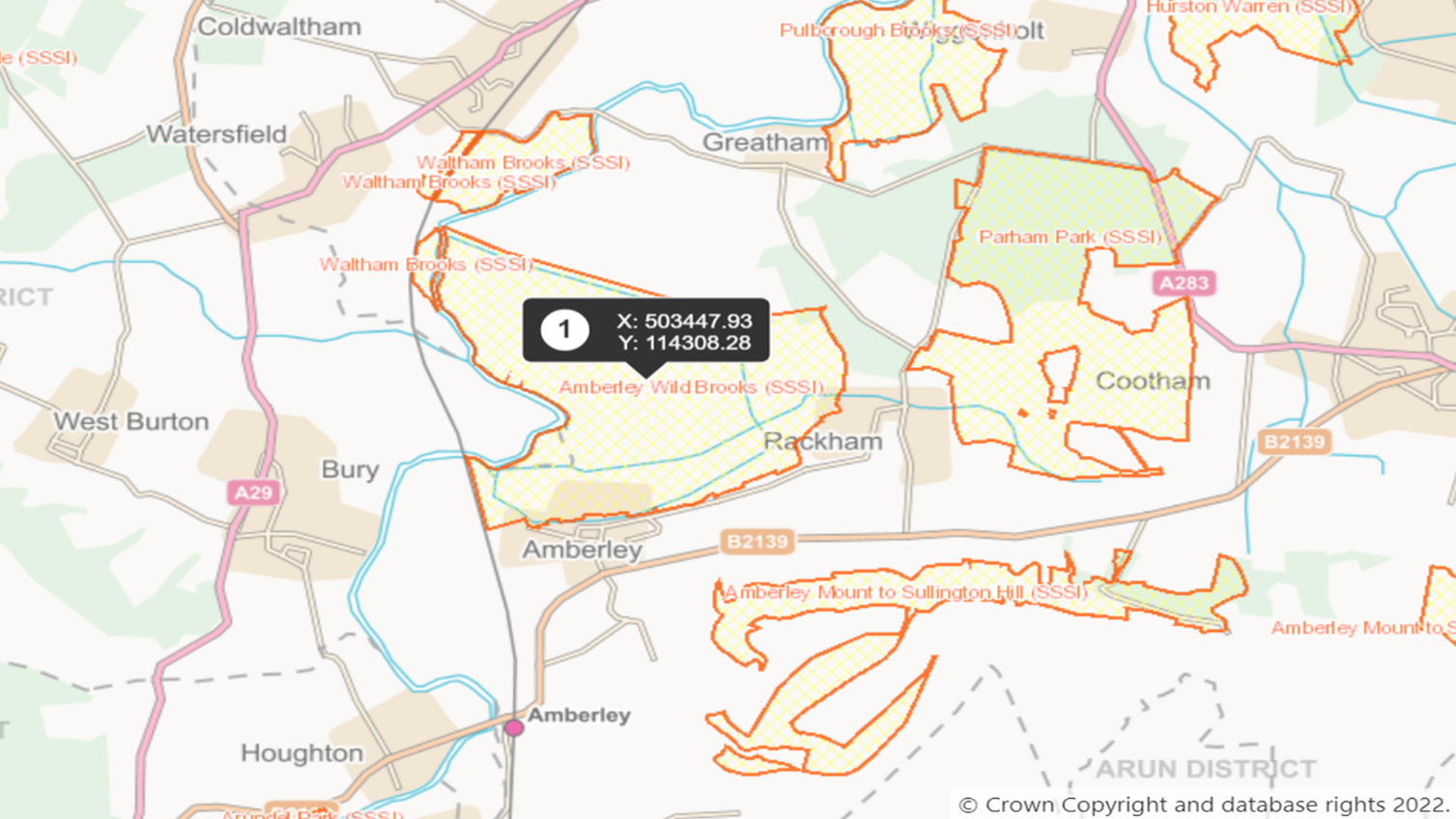
To determine the efficacy of the SSSI legal framework to support adaptation to CC, we need to understand the level of risk to feature condition from CC impacts. This evidence is less comprehensive than for the wider natural world, as CC impacts have been underreported by SSSI monitoring programmes, due to Common Standards Monitoring (CSM) not being developed with CC in mind.

This evidence is key to planning for the future of features on SSSIs, underpinning potential requirements for legal, management and monitoring reform to support development of longer-term adaptation goals to protect the natural world in the face of transformative change.

1. **Project Objectives and Tasks**

Irrespective of interventions that promote resilience and reduce ecosystem vulnerability CC is going to result in inevitable change to the natural environment. The extent and cause of this increased vulnerability will differ from site to site depending on the local context.

To investigate the current and future impact of CC on feature condition at the site level, tenders are sought to undertake an assessment of potential changes to Amberley Wild Brooks SSSI and the wider catchment, located in West Sussex.



The analysis will focus on a 2ºC warming scenario and timescale up to 2060, but also assess risks for 4ºC. This will be followed by an assessment of vulnerability to the site’s monitored features and development of a long-term adaptation plan to enable future conservation planning.

The following tasks will need to be completed as part of this contract. While the proposed tasks are provided here, methods have been left open for potential contractors to make suggestions on the proposed methodology and underpinning data. Much of the work will require close working with Natural England staff to develop the project, access relevant data and interpret the results.

Contractors should explain which tools they would use and why, how they would be used, what datasets they would need and how they would be obtained, and any associated costs.

* 1. **Projected changes to Amberley Wild Brooks SSSI and wider landscape resulting from Climate Change Impacts**

Tenders are sought to undertake an assessment of potential changes to Amberley Wild Brooks SSSI and the wider catchment, focusing on a 2ºC warming scenario and timescale up to 2060, but also assessing risks for 4ºC. Bids will need to consider what data is required to project patterns of habitat change, for example, fine-scale climate projections and their use to model change indicators such as Water Level Management (WLM) / hydrological regime and soil moisture deficit; changing climate envelopes and/or microclimate, modelled changes to Ellenburg values, and the interaction with indirect drivers e.g. impacts on water quality.

Habitat Types represented (Biodiversity Action Plan categories) are:

* Fen, Marsh and Swamp
* Neutral Grassland – Lowland
* Standing Open Water & Canals
* Broadleaved, Mixed and Yew Woodland – Lowland

Bids should set out how they would approach the assessment of change including the datasets, approaches to modelling, specific CC indicators to be examined e.g. soil moisture deficit, and the level and extent of ground truthing required to assess what a SSSI may look like under these scenarios.

Within the project there would be a desire to explore the use of remote sensing to cross reference and authenticate desk-based assessments of climate impacts (for example drought stress, flooding, saline intrusion) and hence vulnerability.

**3.2 Climate change vulnerability assessment of SSSI Features**

The results from 3.1 will be used to undertake a CC vulnerability assessment of site monitored features (monitoring and reporting on feature condition done at the level of the monitored feature), to assess the climate risk to current and future feature condition at the site level, plus wider catchment influences e.g. site hydrology is impacted by land adjacent to the SSSI. The monitored features are:

[Designated Sites View (naturalengland.org.uk)](https://designatedsites.naturalengland.org.uk/SiteFeaturesMatrix.aspx?SiteCode=S1003987&SiteName=Amberley%20Wild%20Brooks%20SSSI)

| **Feature** |
| --- |
| Aggregations of breeding birds - Redshank, Tringa totanus |
| Aggregations of non-breeding birds - Bewick's swan, Cygnus columbianus bewickii |
| Aggregations of non-breeding birds - Shoveler, Anas clypeata |
| Aggregations of non-breeding birds - Teal, Anas crecca |
| Aggregations of non-breeding birds - variety of wintering species |
| Assemblages of breeding birds - Mixed: Lowland damp grassland, Woodland |
| Ditches |
| Invert. assemblage W211 open water on disturbed sediments |
| Outstanding dragonfly assemblage |
| Population of RDB mollusc - Anisus vorticulus, Little Ramshorn Whirlpool Snail |
| Population of RDB plant - Carex vulpina, True Fox-sedge |
| Population of Schedule 8 plant - Leersia oryzoides, Cut-grass |
| Vascular plant assemblage |

Wider features of interest to consider are Amberley’s peatlands including raised peat bog.

The assessment should consider both direct and indirect impacts of climate change on the site, as well as the influence of the wider landscape, again based on a 2ºC warming scenario and timescale up to 2060, but also assessing risks for 4ºC.

The assessment will be supported by published evidence (box below) plus site information including condition assessments, SSSI threat register, site monitoring reports and ad hoc site-specific reports. In addition, the sub-metrics within the national vulnerability model (fragmentation, topographic heterogeneity) should be used to identify potential causes of climate vulnerability for individual sites. This will be provided.

When undertaking the assessment, site citations should be considered alongside the list of monitored features to ensure that a holistic view of site vulnerability is developed. Within this, the designated habitats should form the core data. Assemblages and species should also be considered where information is available to enable an assessment of climate risk to condition.

The vulnerability assessment should then be ground-truthed by engagement with site managers and / or Natural England staff familiar with those SSSIs. Contacts will be identified to support this engagement.

Supporting information:

* [Climate Change Risk Assessment (CCRA)](https://www.gov.uk/government/publications/uk-climate-change-risk-assessment-2022)
* [RIDE Climate Change Impacts Report Cards](https://www.ukri.org/what-we-offer/supporting-collaboration/partnerships-nerc/ride-forum/living-with-environmental-change-archive-of-publications-and-reports/)
* [Adaptation Manual, Natural England & RSPB](http://publications.naturalengland.org.uk/publication/5679197848862720)
* [National Biodiversity Climate Change Vulnerability Model (NBCCVM)](http://publications.naturalengland.org.uk/publication/5069081749225472). [NERR054](http://publications.naturalengland.org.uk/publication/5069081749225472)
* [Research on the assessment of risks & opportunities for species in England as a result of climate change NECR175](http://publications.naturalengland.org.uk/publication/4674414199177216)
* [Climate change theme plan (IPENSTP014)](http://publications.naturalengland.org.uk/publication/4954594591375360)
* [Climate change vulnerability and the state of adaptation on England's National Nature Reserves](https://www.researchgate.net/publication/348408909_Climate_change_vulnerability_and_the_state_of_adaptation_on_England's_National_Nature_Reserves)

**3.3 Development of long-term adaptation goals**

Using the understanding of projected change and considering how the broader context (catchment and local circumstances) influences the vulnerability of monitored features, consideration will be given to what the potential conservation objectives should be for the site under the above scenarios (what will good look like, what are new colonisers likely to be). A suite of appropriate adaptation interventions will then be identified to develop a long-term adaptation plan for Amberley Wild Brooks SSSI. It is proposed that the Resist-Accept-Direct framework is used to inform the development of the plan.

Supporting information

[Resist-Accept-Direct Framework](https://www.nps.gov/subjects/climatechange/resistacceptdirect.htm)

The RAD framework will be used to identify the range of potential outcomes, appropriate interventions, the scale they need to operate over, the time frame and the required decision points to develop a long-term adaptation plan. Adaptation responses should be identified that operate both within the SSSI and in the surrounding landscape where appropriate. In addition to providing a basis for the assessment of the CC threats the NE and RSPB Climate Change Adaptation manual provides a summary of prospective adaptation approaches

Engagement with relevant NE staff and wider stakeholders will be required to inform and ground-truth the plan.

**4. Required products**

The outputs of this tender are:

* A comprehensive, final written report by 24 March 2023
  + The report must be completed to a standard and in a format suitable for publication as a Natural England Research Report.
  + Opportunities should be taken for submitting papers resulting from this research for publication in peer-reviewed journals and for giving talks at scientific conferences. Any papers produced would be co-authored with Natural England.
* Summary reports for each SSSI case study will be required.
* a 2-page (A4) Summary Report will be required presenting the results and policy relevance,
* We shall also require the contractors to give a presentation of the project findings to key NE and partner staff.
* Opportunities will also be sought for communicating results to a wider audience within the conservation sector, if appropriate. Tenders should suggest possible options.

All data and metadata collated during the analysis will be provided to Natural England on completion of the project.

**5. Timetable and payment schedule**

The contract is expected to be awarded in October 2022, with work starting as soon as possible after that. The contract is anticipated to end no later than 24th March 2023, when we should have received a final report. Payment will be made when the work has been completed. Prices must be submitted in £ sterling, inclusive of VAT (if applicable). Prices will remain fixed for the duration of the contract award period.

**6. Knowledge and skills required and data access**

Knowledge and skills in the following areas will be needed to successfully carry out the project:

* Proven expertise in using and analysing climate change projection, spatial biodiversity and ecosystem services data.
* Proven expertise in scientific publishing and in writing guidance material for conservation practitioners.
* The ability to work collaboratively with colleagues in other organisations.
* Good project planning and management skills.

Tenderers should indicate whether they have access to the necessary datasets, software and tools or whether this would need to be negotiated with current data holders.

**Prices**

Prices must be submitted in £ sterling, inclusive of VAT.

Please provide a breakdown of the costs in the table below, add rows as needed, then return this letter along with the Supplier Undertaking.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Item of work** | **Staff** | **Day £ rate of staff** | **Number of days** | **Total Price £**  **(ex. VAT)** |
| 1 | Data Analysis & Reporting |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| 2 | Other costs (please specify) |  |  |  |  |
| 5 | Sub-total |  |  |  |  |
| 6 | VAT at 20% if applicable |  |  |  |  |
| **7** | **Total** |  |  |  |  |

**Quotation Submission**

The submission will be assessed against the methodology (25%) and proven expertise in analysing spatial data (25%).

Please include:

A detailed explanation of the methodology you intend to use for the project, including a description of which tools you would use and why, to be no longer than one page of A4, not including annexes. Please also list what datasets you would need and how they would be obtained, and any associated costs.

CVs of key personnel who will be directly involved in this contract including details of their relevant expertise and track record to be no longer than one page of A4 per person. In addition, include information relating to your quality assurance and project management procedures, to be no longer than two A4 pages long.

We will award this contract in line with the most economically advantageous tender (MEAT) as set out in the following award criteria:

Price – 50%

Quality – 50%

**Evaluation Criteria**

The contract will be awarded to the tender which best fits the profile of requirements.  This will be assessed by the Project Officer in consultation with relevant colleagues using the evaluation criteria detailed below.

|  |  |  |
| --- | --- | --- |
| **Criteria** | **weighting** | **To include:** |
| **Methodology** | 25 | Detailed description of methodology, tools and datasets. |
| **Expertise** | 25 | 1. Recent experience of carrying out similar contracts |

|  |  |
| --- | --- |
| **Score** | **Justification** |
| For a score of hundred (100): | Excellent - Response is completely relevant and excellent overall.  The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement and provides details of how the requirement will be met in full. |
| For a score of seventy (70): | Good - Response is relevant and good.  The response demonstrates a good understanding and provides details on how the requirements will be fulfilled. |
| For a score of fifty (50): | Acceptable - Response is relevant and acceptable.  The response provides sufficient evidence to fulfil basic requirements. |
| For a score of twenty (20): | Poor - Response is partially relevant and/or poor.  The response addresses some elements of the requirements but contains insufficient / limited detail or explanation to demonstrate how the requirement will be fulfilled. |
| For a score of zero (0): | Unacceptable - Nil or inadequate response.  Fails to demonstrate an ability to meet the requirement. |

**Contract Management**

This contract shall be managed on behalf of the Authority by:

Kim Owen

[kim.owen@naturalengland.org.uk](mailto:kim.owen@naturalengland.org.uk)

07825 231466

Timescales -

W/C 07/11/2022 – Inception meeting between project officers and supplier by teleconference,

thereafter monthly, emailed summary of progress to be sent to project officer monthly, and follow up phone discussion

W/C 24/02/2023 – Draft reports due to project officer in digital format via e-mail.

W/C 03/03/2023 - Draft reports to be returned to contractor with Natural England’s comments.

W/C 24/03/2023 – Final reports, in digital format via e-mail, due to project officer.

We will raise purchase orders to cover the cost of the services and will issue to the awarded supplier following contract award.

Suppliers will be required to invoice after the final reports have been received and signed off by Natural England.

### Disclosure

All Central Government Departments, their Executive Agencies and Non Departmental Public Bodies are subject to control and reporting within Government. In particular, they report to the Cabinet Office and HM Treasury for all expenditure. Further the Cabinet Office has a cross-Government role delivering overall Government policy on public procurement, including ensuring value for money and related aspects of good procurement practice.

For these purposes, the Authority may disclose within Government any details contained in your quotation. The information will not be disclosed outside Government during the procurement.

In addition, the Authority is subject to the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, which provide a public right of access to information held by public bodies. In accordance with these two statutes, the Authority may be required to disclose information contained in your quotation to any person who submits a request for information pursuant to those statutes.

By submitting a quotation you consent to these terms as part of the procurement.

### Disclaimers

Whilst the information in this RFQ and any supporting information referred to herein or provided to you by the Authority have been prepared in good faith the Authority does not warrant that this information is comprehensive or that it has been independently verified.

The Authority does not:

1. make any representation or warranty (express or implied) as to the accuracy, reasonableness or completeness of the RFQ;
2. accept any liability for the information contained in the RFQ or for the fairness, accuracy or completeness of that information; or
3. accept any liability for any loss or damage (other than in respect of fraudulent misrepresentation or any other liability which cannot lawfully be excluded) arising as a result of reliance on such information or any subsequent communication.

Any supplier considering entering into contractual relationships with the Authority following receipt of the RFQ should make its own investigations and independent assessment of the Authority and its requirements for the goods and/or services and should seek its own professional financial and legal advice.

**Protection of Personal Data**

In order to comply with the General Data Protection Regulations 2018 the contractor must agree to the following:

1. You must only process any personal data in strict accordance with instructions from the Authority

* You must ensure that all the personal data that we disclose to you or you collect on our behalf under this agreement are kept confidential.
* You must take reasonable steps to ensure the reliability of employees who have access to personal data.
* Only employees who may be required to assist in meeting the obligations under this agreement may have access to the personal data.
* Any disclosure of personal data must be made in confidence and extend only so far as that which is specifically necessary for the purposes of this agreement.
* You must ensure that there are appropriate security measures in place to safeguard against any unauthorised access or unlawful processing or accidental loss, destruction or damage or disclosure of the personal data.
* On termination of this agreement, for whatever reason, the personal data must be returned to us promptly and safely, together with all copies in your possession or control.

**General Data Protection Regulations 2018**

For the purposes of the Regulations the Authority is the data processor.

The personal information that we have asked you provide on individuals (data subjects) that will be working for you on this contract will be used in compiling the tender list and in assessing your offer. If you are unsuccessful the information will be **held and destroyed within two years** of the award of contracts. If you are awarded a contract it will be retained for the duration of the contract and destroyed within **seven years** of the contract’s expiry.

We may monitor the performance of the individuals during the execution of the contract, and the results of our monitoring, together with the information that you have provided, will be used in determining what work is allocated under the contract, and in any renewal of the contract or in the award of future contracts of a similar nature. The information will not be disclosed to anyone outside the Authority without the consent of the data subject, unless the Authority is required by law to make such disclosures.