

Section 4 Appendix A

CALLDOWN CONTRACT

Framework Agreement with: DAI Europe Ltd

Framework Agreement for: Expert Advisory Call Down Services Framework (EACDS)

DFID Framework Agreement Purchase Order Number: [REDACTED]

Call-down Contract For: Finance for Nature and Country Prioritisation NbS scoping studies

Defra Contract Purchase Order Number: [REDACTED]

I refer to the following:

1. The above mentioned Framework Agreement dated **19th October 2016**;
2. Your proposal of **4th September 2020**

and I confirm that Defra requires you to provide the Services (Annex A), under the Terms and Conditions of the Framework Agreement which shall apply to this Call-down Contract as if expressly incorporated herein.

1. Commencement and Duration of the Services

- 1.1 The Supplier shall start the Services no later than **19.10.2020** ("the Start Date") and the Services shall be completed by **26.02.2021** ("the End Date") unless the Call-down Contract is terminated earlier in accordance with the Terms and Conditions of the Framework Agreement.

2. Recipient

- 2.1 Defra requires the Supplier to provide the Services to **Defra** ("the Recipient").

3. Financial Limit

- 3.1 Payments under this Call-down Contract shall not, exceed **£114,694** ("the Financial Limit") and is exclusive of any government tax, if applicable as detailed in Annex B.

When Payments shall be made on a 'Milestone Payment Basis' the following Clause 28.1 shall be substituted for Clause 28.1 of the Framework Agreement.

28. Milestone Payment Basis

- 28.1 Where the applicable payment mechanism is "Milestone Payment", invoice(s) shall be submitted for the amount(s) indicated in Annex B and payments will be made on satisfactory performance of the services, at the payment points defined as per schedule of payments. At each payment point set criteria will be defined as part of the payments. Payment will be made if the criteria are met to the satisfaction of Defra.

When the relevant milestone is achieved in its final form by the Supplier or following completion of the Services, as the case may be, indicating both the amount or amounts due at the time and cumulatively. Payments pursuant to clause 28.1 are subject to the satisfaction of the Project Officer in relation to the performance by the Supplier of its obligations under the Call-down Contract and to verification by the Project Officer that all prior payments made to the Supplier under this Call-down Contract were properly due.

4. Defra Officials

4.1 The Project Officer is:

[REDACTED]

[REDACTED]

[REDACTED]

4.2 The Contract Officer is:

[REDACTED]

5. Key Personnel

The following of the Supplier's Personnel cannot be substituted by the Supplier without Defra's prior written consent:

[REDACTED]

[REDACTED]

6. Reports

- 6.1 The Supplier shall submit project reports in accordance with the Terms of Reference/Scope of Work at Annex A.

7. Duty of Care

All Supplier Personnel (as defined in Section 2 of the Agreement) engaged under this Call-down Contract will come under the duty of care of the Supplier:

- I. The Supplier will be responsible for all security arrangements and Her Majesty's Government accepts no responsibility for the health, safety and security of individuals or property whilst travelling.
- II. The Supplier will be responsible for taking out insurance in respect of death or personal injury, damage to or loss of property, and will indemnify and keep indemnified DFID and Defra in respect of:
 - II.1. Any loss, damage or claim, howsoever arising out of, or relating to negligence by the Supplier, the Supplier's Personnel, or by any person employed or otherwise engaged by the Supplier, in connection with the performance of the Call-down Contract;
 - II.2. Any claim, howsoever arising, by the Supplier's Personnel or any person employed or otherwise engaged by the Supplier, in connection with their performance under this Call-down Contract.
- III. The Supplier will ensure that such insurance arrangements as are made in respect of the Supplier's Personnel, or any person employed or otherwise engaged by the Supplier are reasonable and prudent in all circumstances, including in respect of death, injury or disablement, and emergency medical expenses.
- IV. The costs of any insurance specifically taken out by the Supplier to support the performance of this Call-down Contract in relation to Duty of Care may be included as part of the management costs of the project, and must be separately identified in all financial reporting relating to the project.
- V. Where Defra is providing any specific security arrangements for Suppliers in relation to the Call-down Contract, these will be detailed in the Terms of Reference.

8. Call-down Contract Signature

- 8.1 If the original Form of Call-down Contract is not returned to the Contract Officer (as identified at clause 4 above) duly completed, signed and dated on behalf of the Supplier within 15 working days of the date of signature on behalf of Defra, Defra will be entitled, at its sole discretion, to declare this Call-down Contract void.

For and on behalf of
The Secretary of State for
Environment, Food and Rural Affairs

Name:

[Redacted]

Position:

[Redacted]

Signature:

[Redacted]

Date:

20/11/2020

For and on behalf of
DAI Global UK Ltd.

Name:

[Redacted]

Position:

[Redacted]

Signature:

[Redacted]

Date:

18th November 2020

Section 4, Annex A

Call-down Contract

Terms of Reference

This Annex provides the Terms of Reference for the two studies to be delivered under this contract. The timescale for delivery will be in line with the workplan included at Appendix 1 to this Annex. Aspects of the work and analysis/outputs may be brought forward or postponed by agreement between the Service Provider and Defra, to meet relevant business case timescales

Terms of Reference: Scoping Study for NbS Accelerator, International Climate Finance (ICF) Business Case: Country Prioritisation

Summary

ICF is a UK government commitment to support developing countries to respond to the challenges of climate change. The UK will increase its ICF support to at least £11.6 billion over the 2021/22 to 2025/26 period. This scale up of funding will have a particular focus on nature-based solutions (NbS), which could cost-effectively deliver up to one third of the climate mitigation required by 2030.

This Terms of Reference sets out work commissioned in order to support the Department for Environment, Food and Rural Affairs (Defra) to develop an ICF business case for an NbS programme. The work will involve identifying Official Development Assistance (ODA) eligible countries that the programme could partner with, and the types of interventions that would be most successful in these contexts. A second piece of work is also being commissioned to support the business case. This will involve analysing the types of financial returns that are possible from nature. More information on this can be found below. Bids are welcome from suppliers able to deliver one or both of these research requirements, or from consortiums.

Background

According to the Intergovernmental Panel on Climate Change (IPCC), we have less than 10 years left to keep temperature rise below 1.5°C and avert the most dangerous impacts of climate change. The Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES)'s Global Assessment report, meanwhile, shows that the biosphere, upon which humanity depends, is being altered to an unparalleled degree at all scales.

The impacts of climate change and environmental degradation are being felt most starkly in developing countries; a key finding of the World Development Report on Climate Change (2010) was that up to 90% of the damages caused by climate change will be borne by developing countries. Moreover, the World Bank predicts that climate impacts could force 100m more

people into extreme poverty as soon as 2030. Food insecurity has, year on year, affected more than 100m people, and a growing number are suffering from malnutrition, partly due to the impacts of climate change.

The World's poorest are disproportionately dependent on nature and biodiversity for their livelihoods; the World Bank suggests that low income countries depend on natural capital for 47% of their wealth.¹ They are also disproportionately vulnerable to losses in nature and natural capital, because of their limited ability to pay for substitutes.

As the international community recovers from the Covid-19 pandemic, there will be an increased emphasis on a fiscal stimulus that protects the poorest and generates jobs.

Further, there will be a focus on building back a more resilient economic community, one that can help to limit and withstand climate change and biodiversity loss.

Domestic and International Commitments

In 2015, the UK, along with 195 other countries, signed the Paris Agreement, committing to keep global temperature rise below 1.5°C. Developed countries confirmed a collective commitment to mobilise US\$100bn of climate finance a year by 2020, from public and private sources, to help developing countries mitigate and adapt to climate change. The Paris Agreement includes an acknowledgement of the integrity of all ecosystems, including the ocean, and the protection of biodiversity.

The Prime Minister has publicly committed to tackling climate change and biodiversity loss; the linked challenges of current and future generations. NbS are the link between these two agendas. At UNGA last year, the UK set out its support for the NbS for Climate Manifesto, along with around 30 other countries.²

Defra

Defra's ICF gives considerable focus to halting tropical deforestation and preventing irreversible biodiversity loss and ecosystem degradation in other ecosystems through world-leading efforts to pioneer NbS. The aim is to drive a transformation towards sustainable management and use of land and the marine environment globally by 2030, in order to mitigate and adapt to climate change, reduce poverty and meet future food needs.

Defra's engagement ensures the ICF balances the objectives of BEIS (large scale climate mitigation) and DFID (poverty alleviation) with Defra objectives on sustainable natural resource management, food security and biodiversity.

Nature-based Solutions

For the purpose of this research, NbS means: working with natural ecosystems (e.g. mangroves, forests and coral reefs, as well as modified ecosystems (such as farmland and urban green spaces)) to address the challenges of climate change,

¹ <https://www.worldbank.org/en/topic/natural-capital>

² <https://wedocs.unep.org/bitstream/handle/20.500.11822/29705/190825NBSManifesto.pdf?sequence=1&isAllowed=y>

biodiversity loss and poverty.³ NbS should deliver for climate, nature and people. Both the IUCN and the Europe Commission have definitions of NbS, with the IUCN recently launching a Global Standard for NbS. For the purpose of this research, however, we see interventions going beyond these definitions, to include enabling conditions (i.e. factors that increase the likelihood of an intended change in the governance approach, strategy, or management regime)⁴ so as not to limit the ability of ICF to drive transformational change. We have therefore adopted the following elements:

- *NBS for climate*: activities which directly utilise nature as an input to mitigate and/or adapt to climate change (e.g. protection, restoration and sustainable management of habitats).
- *Supporting and strengthening enabling conditions*: solutions that support and embed the conditions necessary to deliver sustained and systemic change at pace and at scale (e.g. land use planning, securing land tenure, manageable transaction costs and monitoring and verification technologies).

The NbS Accelerator

Despite their many benefits NbS are chronically underfunded (with around 3% of climate finance going towards them⁵) and are not generally being implemented systemically at scale. This is due to a number of complex and inter-related barriers, including: a lack of systematic evidence, a lack of technical expertise, limited coherence across governance and limited engagement between ministries and local government, a lack of high-level political commitment, and a lack of finance. Defra ICF have received Ministerial approval for a concept note (summarised at Annex A) outlining a new programme worth up to £100 million, which seeks to overcome these barriers. The NbS Accelerator will form partnerships with an initial 3-4 ODA eligible countries and help to drive a transformational change in their relationship with nature. The programme will offer support across four pillars:

- *Diagnostics*: working with partner countries to analyse the potential of their unique natural assets and to set out plans for capitalising on them.
- *Scaling*: supporting partner countries to create the enabling conditions needed to deliver their plans for

³ IPCC and IPBES reports

⁴ <https://www.ecologyandsociety.org/vol22/iss1/art18/#enabling>

⁵ <https://www.weforum.org/agenda/2018/08/investing-in-a-forgotten-solution-to-climate-change-nature/>

scaling up nature's contribution their development needs and facilitating access to finance.

- *Piloting*: providing grants to new, innovative projects that use nature to address dual issues of climate change and poverty.
- *Learning*: supporting knowledge sharing between stakeholders, to help embed nature into decision making and facilitate better evidenced projects and policies.

The expected outcomes of the programme include:

- Increase the number and scale of NbS projects on the ground
- Develop the evidence base for NbS
- Increase the volume of public and private finance to NbS
- Support the enabling conditions needed for enhanced NbS delivery
- Encourage policy change, in relation to nature
- Inspire new countries to partner with the Accelerator (post 2026)

At an impact level, the programme will deliver climate action (mitigation and adaptation), positive biodiversity outcomes, and improved livelihoods for the world's poorest.

Research Purpose

Defra ICF, specifically the International Strategy and ODA team, require research to support the development the NbS Accelerator business case. This will help to ensure that the programme's design is underpinned by rigorous, substantive and objective evidence and stakeholder engagement. Specifically, the research will support Defra in the following areas:

- *Country prioritisation*: Defra has identified a longlist of potential partner countries, based on the criteria set out in Annex A.4 The supplier will provide an expert review of the criteria, refining this as necessary, and will then carry out a light touch analysis of the longlisted countries, and recommend which should be taken forward for further consideration in a shortlist.
- *A detailed analysis of shortlisted countries*: The research will carry out a more in-depth analysis of the shortlisted countries, including of the readiness of their enabling conditions (e.g. policy, institutional capacity and access to finance). It will also consider the different types of interventions (e.g. technical assistance, blended finance, etc.) that would have the greatest impact in the shortlisted countries, and the particular ecosystems and regions with the greatest potential for climate (mitigation and adaptation), nature

and people. This will help Defra to refine the programme's activities.

Research and Engagement Requirements

Defra are commissioning two separate pieces of research, to inform the development of the NbS Accelerator business case. The other research being commissioned will explore how the natural assets of shortlisted countries could be harnessed to deliver financial returns. Please refer to the separate ToR below to learn more. We welcome bids from suppliers who are able to deliver one or both sets of research requirements, and from consortiums.

This research will likely require:

- A desk-based review of the relevant literature, including in relation to countries' NbS potential, the types of interventions most effective and appropriate in countries.
- Interviews with key stakeholders, to gather data and test political appetite. Stakeholders will include governments, NGOs and financial institutions. Interviews may be coordinated with the assistance of Defra. The approach to working with Defra, and to recruiting interviews, should be set out in tender responses.

Tasks

Tasks will be completed in 2 sequential phases.

Phase 1: Assessment of longlisted countries and delivery mechanisms

- a) Provide an expert review of Defra's country prioritisation criteria (See 'Defra's Early Thinking on Criteria for Country Partner Selection'). Recommend additions and refinements to these criteria as required, including on how to assess each criteria.
- b) Appraise the potential partner countries against the revised criteria that Defra has included in its longlist (see section 'Long list' within 'Defra's Early Thinking on Criteria for Country Partner Selection'), considering the latest literature, information and engagement with NGOs. Present and gain agreement of the shortlist with Defra colleagues through a virtual workshop.
- c) Agree with Defra a shortlist of 6 countries for further consideration.

Phase 2: Detailed assessment of shortlisted countries

Carry out a detailed analysis of the shortlisted countries.

This should include, for each country, information on:

- a) The specific barriers preventing wide-scale NbS delivery.
- b) The opportunities for NbS to address needs, priorities and/or gaps.
- c) A breakdown of the regions, within countries, with the greatest natural assets, and where possible, a breakdown

of countries' potential for synergies between marine and terrestrial NbS.

- d) The types of interventions (e.g. technical assistance, blended finance) that would best help to deliver the aims of the programme in that particular setting. This should include previous successes and interventions that have been less successful.
- e) Conduct stakeholder engagement (e.g. with governments, NGOs, banks, businesses) to inform analysis. This should help to inform understanding of:
 - o Countries' appetite to work with the Accelerator.
 - o Countries' abilities to deliver on the Accelerator's objectives.
 - o The specific barriers preventing wide-scale NbS delivery.
 - o The opportunities for NbS to address needs, priorities and/or gaps.
- a) Describe the current funding landscape (public and private) and identify the type of additional support (e.g. loans, grants, technical assistance), and the sort of financial mechanisms (e.g. impact funds, catalyst facilities, technical assistance), that could best secure these revenue streams. Consider the role of concessional (public/Defra) financing, and the level of suitable risk adjustment (e.g. from simple risk adjustments like guarantees or junior debt, to more concessional interventions like technical assistance and payments for ecosystem services). Provide recommendations on areas for innovation.

Defra's Early Thinking on Criteria for Country Partner Selection

Criteria

Country prioritisation will take a staged approach: all partner countries must be ODA eligible (stage 1). Countries' abilities to deliver the objectives of the programme, and countries' overlapping themes and priorities, will then be assessed (stages 2-3, completed in parallel). Additional information (stage 4) will also be considered, to ensure all relevant information has been taken into account. Ultimately, decisions on which countries to prioritise will be taken by Defra at the portfolio level to ensure strategic alignment.

Stage 1: ODA eligibility:

Criteria	Measure
All partners must be <u>ODA eligible</u> .	OECD DAC List.

Stage 2: Delivering the aims of the programme:

Criteria	Measure
<u>Political commitment</u> : Countries must demonstrate political will to deliver what in some cases could be significant change to governance/institutions.	Could include: Existing actions or commitments (e.g. NDCs, NBSAPs, being part of the NbS Group of Friends). Engagement with the governments of potential partner countries.
<u>Potential</u> : Countries that have potential to use their natural assets to deliver on the Fund's objectives in relation to: Poverty alleviation/improved livelihoods, including for the most vulnerable and taking into account gender considerations: e.g. potential to increase food security or reduce coastal communities' vulnerability to natural disasters. Biodiversity loss: opportunity to enhance, increase or protect biodiversity. Climate change: potential to mitigate or adapt to climate change.	Could include: The 2020 Griscom Report. Global biodiversity indices Engagement with experts and NGOs.
<u>Deliverability</u> : Countries must have sufficient capacity and governance to deliver the programme.	Worldwide Governance Indicators score. Ease of doing business index. Engagement with Posts.
<u>Additionality</u> : An NbS Accelerator partnership must be able to make a difference, considering the extent of existing or planned investments from other donors. This assessment may indicate that partnerships may complement other investments in the same or similar regions, or, that a partnership would not lead to any additional impact and should be discounted.	Comparison to similar programmes and proposals. Engagement across HMG and with externals working on similar programmes and proposals.
<u>Potential for transformational change</u> : The extent to which a partnership could lead to further impact, e.g. by scaling up or replication, knowledge sharing or contributing to the enabling environment or regulatory framework.	Could include: Level of investment in nature already in place. Regulations, relating to nature, already in place.

Stage 3: Spread of countries

Criteria	Measure

Overlaps: Where the needs/opportunities/priorities of countries overlap, and therefore where there is opportunity to share learning and facilitate stakeholder coordination.	Could include: Existing actions or commitments (e.g. being part of the NbS Group of Friends). Engagement with the governments of potential partner countries.
<u>Opportunities for different types of NbS</u> , e.g. marine, wetlands, terrestrial.	
<u>Priorities</u> : Countries that have been identified as priorities for engagement (e.g. by Defra ICF or for climate change negotiations).	Could include: ICF priority countries list Engagement across HMG, e.g. with COP26 team.
<u>Need</u> : Countries with the greatest need, e.g. the highest % of GDP associated with natural assets.	
<u>Other deliverability considerations</u> : e.g. safety and security.	Could include: Engagement with Posts. Latest reports and literature.

Stage 4: Additional considerations:

- Posts: Whether or not HMG has a Post in-country. This could help to facilitate communication with the country.
- Commonwealth: Whether or not countries are members of the Commonwealth. This could help to achieve the programme's objectives.

Longlist:

Defra have used the above criteria to create a longlist of potential partner countries. Defra's full analysis of these countries can be found at

Annex A.4.

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| <ul style="list-style-type: none"> • Bolivia • Botswana • Brazil • Colombia • Côte d'Ivoire • Ethiopia • Indonesia • Kenya • Guyana • Suriname | <ul style="list-style-type: none"> • Malaysia • Mozambique • Namibia • Paraguay • Peru • Rwanda • The Solomon Islands • Peru • Zambia |
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Required Skills of the Supplier

The supplier will require specialist knowledge and expertise in:

- Natural/scientific expertise, including nature-based solutions, forests, marine, coastal and other ecosystems.
- Political economy analysis expertise.
- Economic appraisal and cost-benefit analysis experience, including an understanding of monetisation and valuation methodologies.
- Expertise working on climate change mitigation and adaptation.
- Expertise working on aid and development, ideally climate finance, but also environmental aid.

The supplier should be able to demonstrate that they have the team, skills and network which will allow them to conduct this work.

Tender responses should include a statement setting out any other conflict of interest and how this will be managed (see 'Submission requirements').

Outputs and Timeline

Output	Reporting format	Indicative Timeline
Work plan agreed with Defra at kick-off meeting.	Short report.	Approximately 2 weeks from inception.
A report, virtual workshop and presentation to Defra at the end of Phase 1, summarising the work undertaken to date, key findings, and recommendations.	Report, virtual workshop and presentation.	Approximately 1.5 months from inception.
A report and presentation to Defra at the end of Phase 2, summarising the work undertaken to date, the methodology used, key findings, and recommendations.	Report and presentation.	Approximately 3 months from inception.

In addition to the outputs listed above, the supplier must provide Defra with progress updates on a fortnightly basis, throughout the research period. These will be used to provide checkpoints, and to allow Defra to input into the work plan and tasks. Any changes to the work plan submitted in the proposal and agreed at the kick-off meeting should be agreed with Defra.

Reports must be written in accessible form for ease of reading, and should include tables and diagrams where appropriate, to illustrate evidence. Defra approval for

milestone payments is dependent on the quality of an output. We expect the project to take approximately 3-4 months from inception to delivery of the final report and presentation. We are open to receiving alternative proposals from suppliers regarding the exact timings for delivery of outputs.

Challenges

Defra have identified some challenges to completing this work. Bids should set out how these challenges will be managed.

- Covid-19: The ongoing Covid-19 pandemic is likely to affect stakeholders' ability to engage on this work.
- Lack of evidence: With only a handful of large-scale NbS projects, the evidence base needed to understand the full potential and limitations of NbS is lacking.

Payment Schedule

The completion of each phase represents a key milestone. Payment will be linked to the progression of delivery along the following timeframe:

Milestone	Description	Payment Schedule
1	Completion of Phase 1	40%
2	Completion of Phase 2	60%

HMG approval of outputs will be required before milestone payments are made. Assessing the quality of the work will involve a consideration of its structure and clarity, and the validity and reliability of information sources.

Budget

The budget available for this project is £50,000 - 55,000. The budget is ex-VAT, and bids should also be exclusive of VAT. Bids should split costs as per Table 1.

Table 1: Cost schedule

Cadre	Category	Days per task	Cost per task	Total cost

Constraints and dependencies

- Timing considerations:
 - Consultants must be available to deliver to the timetable set out above.
- Expertise:
 - Contractors may wish to form a consortium of expertise with other suppliers in order to complete the specific expertise requested.
 - The availability of key stakeholders for interviews is outside of the control of Defra and should not be relied upon for successful completion of the research.

Proposal Assessment Criteria

Proposals submitted should be limited to 20 pages or fewer (excluding CVs), and should comply with the following assessment criteria:

Technical (70%)	Criteria	Weighting	Description
	Understanding of research requirement	10%	Demonstrates a clear understanding of the policy and finance areas relating to the ToR. Demonstrates a good understanding of Defra requirement and research questions in ToR.
	Methodology	40%	Demonstrates robust and proportionate data collection and sampling methods including: approach to desk-based literature review, access to relevant stakeholders and potential interviewees (providing an indicative list). Using the above data, demonstrates the ability to respond to research questions by conducting and delivering high quality, robust, and rigorous analysis aligning with best practices in social/economic research and financial analyses.
	Skills and expertise	40%	CVs demonstrate specialist knowledge and networks in subject area as detailed in the 'Required skills of the supplier' section of the ToR. Each team member has high-level of relevant research

			and analytical expertise required to deliver their assigned tasks to meet UK Government research standards as detailed in HMT's Magenta book and in line with required skills and standards detailed in ToRs. Demonstrates relevant prior experience in delivering similar projects.
	Project Management	10%	Provides a clear and effective delivery plan/workplan with specific references to this project, including: tasks, milestones, experts allocated to tasks as per seniority and respective numbers of days to deliver requirements on time Provides a robust project management oversight process Proposal identifies relevant challenges and risks, including ethical issues, alongside effective plans for mitigation, management and contingency

<p>Commercial (30%)</p>	<p>Cost and value for money</p>	<p>100%</p>	<p>Cost will be evaluated according to the calculations made in the pricing schedule, which determines the overall tender price. The lowest bid price will receive 30% financial score to be added to the technical score in the overall tender evaluation. Other bids financial scores will be calculated pro-rata to the lowest price.</p> <p>All scores will be rounded up/down to the nearest single decimal place.</p> <p>We will check to ensure the workplan provides a clear and effective financial approach (i.e. time adjusted financial schedule/indication of costs over project timeline) thus providing a reasonable estimate as compared to the prescribed maximum budget to deliver key outputs within the prescribed timeframe.</p> <p>We will ensure the commercial proposal represents strong value for money by: minimising total cost/expenses (including travel); outlining particular cost saving measures; setting out value adding activities; and ensuring that quantifiable</p>
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			evidence of the cost/benefit is provided.
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The bidder with the most economically advantageous tender in relation to quality and price, evaluated as described in this section, will be appointed as the supplier to the contract. Each criteria section will be scored a mark out of 10 which is according to the table below. The scores will be weighted and the highest scoring bidder will receive a maximum of 70%. Other bids will be scored pro rata according to the highest bid.

Rating of Response; The tenderer provides a response which in the opinion of the evaluators is:	Score
Excellent: Addresses all of the requirements and provides a response with relevant supporting information which does not contain any weaknesses, giving Defra complete confidence that the requirements will be met.	10
Very Good: Addresses all of the requirements and provides a response with relevant supporting information, which contains very minor weaknesses, giving Defra high confidence that the requirements will be met	8
Good: Addresses all of the requirements and provides a response with relevant supporting information, which contains minor weaknesses, giving Defra reasonable confidence that the requirements will be met.	6
Satisfactory: Substantially addresses the requirements and provides a response with relevant supporting information which may contain moderate weaknesses, but gives Defra some confidence that the requirements will be met.	4
Weak: Partially addresses the requirements or provides supporting information that is of limited relevance or contains significant weaknesses, and therefore gives Defra low confidence that the requirements will be met.	2
Nil: No response or provides a response that gives Defra no confidence that the requirements will be met.	0

Cost will be evaluated according to the calculations made in the pricing schedule, which determines the overall tender price. The lowest bid price will receive 30% financial score to be added to the technical score in the overall tender evaluation. Other bids financial scores will be calculated pro-rata to the lowest price. All scores will be rounded up/down to the nearest single decimal place.

Technical and commercial scores will be added together to give the overall winning score. The Authority reserves the right to apply a tie-break mechanism, if the tender responses result in two or more bids receiving an absolute tie in scores. This will consider the scores of each criterion in order of importance (determined according to the weighting given to the criterion).

Bids will be independently scored by at least two evaluators.

A moderation meeting will be held between all evaluators, in order to reach a consensus score. This will not represent a mean average but will be negotiated by the evaluators in order to reach a consensus score, with full agreement from all parties.

Performance Assessment

Performance of the successful supplier will be assessed against the tasks as set out in this ToR and measured against:

- **Quality:** the strength of the methodological approach and application of this throughout the reports.
- **Accessibility:** the presentation of the findings in a way that is succinct and accessible to the desired audience.
- **Throughput:** the volume, breadth and timely submission of requested outputs.

- Accuracy: the detail within the reports as well as the number of outputs that are error free (meeting Defra reporting standards).

Defra Co-ordination

The main point of contact with the contracting department will be:

Bernadette Chapman, International Climate Finance, E:
bernadette.chapman@defra.gov.uk T: 020 822 58801

Regular contact with additional policy and analytical colleagues is likely to be required from across the Defra International Strategy and ODA Division. The Supplier will also be required to present their findings to senior managers in Defra.

Ethical Principles

All applicants should identify and propose arrangements for initial scrutiny and on-going monitoring of ethical issues. The appropriate handling of ethical issues is part of the assessment exercise and proposals will be evaluated on this. Suppliers should follow DFID's ethics guidelines for evaluation and research:

<https://www.gov.uk/government/publications/dfid-ethics-principles-for-research-and-evaluation>.

We expect contractors to adhere to the following GSR Principals:

- Sound application and conduct of social research methods and appropriate dissemination and utilisation of findings
- Participation based on valid consent
- Enabling participation
- Avoidance of personal harm
- Non-disclosure of identity and personal information

Bidders should identify any additional ethical issues, particularly considering the challenges of working in developing countries, and specify how they will be addressed.

UK Aid Branding

Partners that receive funding from Defra must use the 'Funded by the UK Government' logo on their development and humanitarian programmes to be transparent and acknowledge that they are funded by UK taxpayers. This should be agreed before any report is finalised. Partners should also acknowledge funding from the UK government in broader communications but no publicity is to be given to this Contract without the prior written consent of Defra.

Transparency

Defra has transformed its approach to transparency, reshaping our own working practices and pressuring others across the world to do the same. Defra requires Suppliers receiving and managing funds to release open data on how this money is spent, in a common, standard, re-usable format and to require this level of information from immediate sub-contractors, sub-agencies and partners. It is a contractual requirement for all

Suppliers to comply with this, and to ensure they have the appropriate tools to enable routine financial reporting, publishing of accurate data and providing evidence of this Defra – further IATI information is available from:

<http://www.aidtransparency.net/>.

Supply Chain Mapping

Defra is expected to report to central government on the levels of contracted work being allocated to SME and other sub-contracted organisations. It is now a requirement to provide details regarding the levels of direct and indirect departmental SME spend with major Suppliers to the cross-government SME Small Business Policy team working on this initiative. Defra is also interested in gathering details of the organisations working within the supply chains of directly contracted partners. As part of the contractual compliance checking process, Contractors should be required to submit returns providing these details, as a minimum on an annual basis.

Break Points

The contract will be subject to a break point after the completion of Phase 1 of the research. Continuation of the services after these periods will be based on agreement of deliverables and on satisfactory performance and the progress of the Supplier against the specified outputs.

Scale Up/Down

The Supplier shall commit to being fully prepared in the event any decision is made to scale up (increase) or scale down (decrease) the scope of the programme.

Duty of Care

The Supplier is responsible for the safety and well-being of their personnel. The Supplier is responsible for ensuring that appropriate arrangements, processes and procedures are in place for their personnel, taking into account the environment they will be working in and the level of risk involved in delivery of the contract.

The Supplier must confirm in their bid response:

- They fully accept responsibility for Security and Duty of Care.
- They understand the potential risks and have the knowledge and experience to develop an effective risk plan.
- They have the capability to manage their Duty of Care responsibilities throughout the life of the contract.

If you are unwilling or unable to accept responsibility for Security and Duty of Care as detailed above, your bid will be viewed as non-compliant and excluded from further evaluation.

**Terms of Reference: Scoping Study for NbS Accelerator,
International Climate Finance (ICF) Business Case: Financial
Returns from Nature**

Summary

ICF is a UK government commitment to support developing countries to respond to the challenges of climate change. The UK will up its ICF support to at least £11.6 billion over the 2021/22 to 2025/26 period. This scale up of funding will have a particular focus on nature-based solutions (NbS), which could cost-effectively deliver up to one third of the climate mitigation required by 2030.

This Terms of Reference sets out work commissioned in order to support the Department for Environment, Food and Rural Affairs (Defra) to develop an ICF business case for a NbS programme. The work will involve producing a study of the types of financial returns that are possible from nature. A second piece of research is also being commissioned to support the business case. This will help to refine the country selection process. More information on this can be found above. Bids are welcome from suppliers able to deliver one or both of these research requirements, or from consortiums.

Background

According to the Intergovernmental Panel on Climate Change (IPCC), we have less than 10 years left to keep temperature rise below 1.5°C and avert the most dangerous impacts of climate change. The Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES)'s Global Assessment report, meanwhile, shows that the biosphere, upon which humanity depends, is being altered to an unparalleled degree at all scales.

The impacts of climate change and environmental degradation are being felt most starkly in developing countries; a key finding of the World Development Report on Climate Change (2010) was that up to 90% of the damages caused by climate change will be borne by developing countries. Moreover, the World Bank predicts that climate impacts could force 100m more people into extreme poverty as soon as 2030. Food insecurity has, year on year, affected more than 100m people, and a growing number are suffering from malnutrition, partly due to the impacts of climate change.

The World's poorest are disproportionately dependent on nature and biodiversity for their livelihoods; the World Bank suggests that low income countries depend on natural capital for 47% of their wealth.⁶ They are also disproportionately vulnerable to losses in nature and natural capital, because of their limited ability to pay for substitutes.

As the international community recovers from the Covid-19 pandemic, there will be an increased emphasis on a fiscal stimulus that protects the poorest and generates jobs. Further, there will be a focus on building back a more resilient economic community, one that can help to limit and

⁶ <https://www.worldbank.org/en/topic/natural-capital>

withstand climate change and biodiversity loss.

Domestic and International Commitments

In 2015, the UK, along with 195 other countries, signed the Paris Agreement, committing to keep global temperature rise below 1.5°C. Developed countries confirmed a collective commitment to mobilise US\$100bn of climate finance a year by 2020, from public and private sources, to help developing countries mitigate and adapt to climate change. The Paris Agreement includes an acknowledgement of the integrity of all ecosystems, including the ocean, and the protection of biodiversity.

The Prime Minister has publicly committed to tackling climate change and biodiversity loss; the linked challenges of current and future generations. NbS are the link between these two agendas. At UNGA last year, the UK set out its support for the NbS for Climate Manifesto, along with around 30 other countries.⁷

Defra

Defra's ICF gives considerable focus to halting tropical deforestation and preventing irreversible biodiversity loss and ecosystem degradation in other ecosystems through world-leading efforts to pioneer NbS. The aim is to drive a transformation towards sustainable management and use of land and the marine environment globally by 2030, in order to mitigate and adapt to climate change, reduce poverty and meet future food needs.

Defra's engagement ensures the ICF balances the objectives of BEIS (large scale climate mitigation) and DFID (poverty alleviation) with Defra objectives on sustainable natural resource management, food security and biodiversity.

Nature-based Solutions

For the purpose of this research, NbS means: working with natural ecosystems (e.g. mangroves, forests and coral reefs, as well as modified ecosystems (such as farmland and urban green spaces) to address the challenges of climate change, biodiversity loss and poverty.⁸ NbS should deliver for climate, nature and people.

Both the IUCN and the Europe Commission have definitions of NbS, with the IUCN recently launching a Global Standard for NbS. For the purpose of this research, however, we see interventions going beyond these definitions, to include enabling conditions (i.e. factors that increase the likelihood of an intended change in the governance approach, strategy, or management regime)⁹ so as not to limit the ability of ICF to drive transformational change. We have therefore adopted the following elements:

⁷

<https://wedocs.unep.org/bitstream/handle/20.500.11822/29705/190825NBSManifesto.pdf?sequence=1&isAllowed=y>

⁸ IPCC and IPBES reports

⁹ <https://www.ecologyandsociety.org/vol22/iss1/art18/#enabling>

- *NBS for climate*: activities which directly utilise nature as an input to mitigate and/or adapt to climate change (e.g. protection, restoration and sustainable management of habitats).
- *Supporting and strengthening enabling conditions*: solutions that support and embed the conditions necessary to deliver sustained and systemic change at pace and at scale (e.g. land use planning, securing land tenure, manageable transaction costs and monitoring and verification technologies).

The NbS Accelerator

Despite their many benefits NbS are chronically underfunded (with around 3% of climate finance going towards them¹⁰) and are not generally being implemented systemically at scale. This is due to several complex and inter-related barriers, including: a lack of systematic evidence, a lack of technical expertise, limited coherence across governance and limited engagement between ministries and local government, a lack of high-level political commitment, and a lack of finance. Defra ICF have received Ministerial approval for a concept note (Annex A) outlining a new programme worth up to £100 million, which seeks to overcome these barriers. The NbS Accelerator will form partnerships with an initial 3-4 ODA eligible countries and help to drive a transformational change in their relationship with nature. The programme will offer support across four pillars:

- *Diagnostics*: working with partner countries to analyse the potential of their unique natural assets and to set out plans for capitalising on them.
- *Scaling*: supporting partner countries to create the enabling conditions needed to deliver their plans for scaling up nature's contribution their development needs and facilitating access to finance.
- *Piloting*: providing grants to new, innovative projects that use nature to address dual issues of climate change and poverty.
- *Learning*: supporting knowledge sharing between stakeholders, to help embed nature into decision making and facilitate better evidenced projects and policies.

The expected outcomes of the programme include:

- Increase the number and scale of NbS projects on the ground
- Develop the evidence base for NbS
- Increase the volume of public and private finance to NbS

¹⁰ <https://www.weforum.org/agenda/2018/08/investing-in-a-forgotten-solution-to-climate-change-nature/>

- Support the enabling conditions needed for enhanced NbS delivery
- Encourage policy change, in relation to nature
- Inspire new countries to partner with the Accelerator (post 2026)

At an impact level, the programme will deliver climate action (mitigation and adaptation), positive biodiversity outcomes, and improved livelihoods for the world's poorest.

Defra have identified a longlist of potential partner countries:

- | | |
|-----------------|-----------------------|
| • Bolivia | • Malaysia |
| • Botswana | • Mozambique |
| • Brazil | • Namibia |
| • Colombia | • Paraguay |
| • Côte d'Ivoire | • Peru |
| • Ethiopia | • Rwanda |
| • Indonesia | • The Solomon Islands |
| • Kenya | • Peru |
| • Guyana | • Zambia |
| • Suriname | |

Research Purpose

Defra ICF, specifically the International Strategy and ODA team, require research to support the development of the NbS Accelerator business case. This will help to ensure that the programme's design is underpinned by rigorous, substantive and objective evidence and stakeholder engagement.

Specifically, the research will support Defra in understanding the financial returns from nature. The economic returns of nature (e.g. ecosystem services, carbon savings and increased incomes) are relatively well understood. This research will look into the financial returns that are possible from nature (e.g. how private businesses can make money from natural assets). It will help Defra to understand how public finance can help to create financial returns, and how it can avoid crowding out private investment, by providing examples or 'best buys'.

Research and Engagement Requirements

Defra are commissioning two separate pieces of research, to inform the development of the NbS Accelerator business case. The other research being commissioned will help Defra to develop a shortlist of countries to prioritise partnering with, on the NbS Accelerator. Please refer to the separate ToR above to learn more. We welcome bids from suppliers who are able to deliver one or both sets of research requirements, and from consortiums.

This research will likely require:

- A desk-based review of the relevant literature.

- Interviews with key stakeholders. Stakeholders may include governments, NGOs and financial institutions. Interviews may be coordinated with the assistance of Defra. The approach to working with Defra, and to recruiting interviews, should be set out in tender responses.

Tasks

Tasks will be completed in 2 sequential phases. Examples/case studies may focus on any country, but at least 50% should be ODA eligible.

Phase 1: Draft report

- a) Outline and categorise how financial returns can be made from different types of NbS and identify the key barriers and/or gaps to achieving this, including any examples worldwide where this has been achieved, with relevant commercial/financial data, e.g. IRR. Map out the existing mix between public and private finance.
- b) Identify the type of additional support (e.g. loans, grants, technical assistance), and the type of financial mechanisms (e.g. impact funds, catalyst facilities, technical assistance), that could best secure these revenue streams. Consider the role of concessional (public/Defra) financing, and the level of suitable risk adjustment (e.g. from simple risk adjustments like guarantees or junior debt, to more concessional interventions like technical assistance and payments for ecosystem services). Consider necessary pre-requisites, e.g. enabling environment. Provide recommendations on areas for innovation.
- c) Provide 'best buys' showing how public finance could help to secure financial returns from nature, without crowding out other investment.

Phase 2: Finalise report

- a) Finalise the report, taking into account discussions with Defra.

Required Skills of the Supplier

The supplier will require specialised knowledge and expertise in:

- Natural/scientific expertise, including nature-based solutions, forests, marine, coastal and other ecosystems.
- Political economy analysis expertise.
- Economic appraisal and cost-benefit analysis experience, including an understanding of monetisation and valuation methodologies.
- Expertise working on climate change mitigation and adaptation.

- Expertise working on aid and development, ideally climate finance, but also environmental aid.
- Expertise in project finance and capital markets, ideally as they relate to nature.

The supplier should be able to demonstrate that they have the team, skills and network which will allow them to conduct this work.

Tender responses should include a statement setting out any other conflict of interest and how this will be managed (see 'Submission requirements').

Outputs and Timeline

Output	Reporting format	Indicative Timeline
Work plan agreed with Defra at kick-off meeting.	Short report.	Up to 2 weeks from inception.
A report and presentation to Defra at the end of Phase 1, summarising the work undertaken, key findings, and providing examples of financial returns from nature.	Report and presentation. Note an annex with excel sheet of project examples and associated data, e.g. IRR, could be included.	Up to 2 months from inception (in parallel to phase 2).
A report and presentation to Defra at the end of Phase 2, summarising the work undertaken, key findings, and providing examples of financial returns from nature.	Report and presentation. Note an annex with excel sheet of project examples and associated data, e.g. IRR, could be included.	Up to 3 months from inception (in parallel to phase 2).

In addition to the outputs listed above, the supplier must provide Defra with progress updates on a fortnightly basis, throughout the research period. These will be used to provide checkpoints, and to allow Defra to input into the work plan and tasks. Any changes to the work plan submitted in the proposal and agreed at the kick-off meeting should be agreed with Defra.

Reports must be written in accessible form for ease of reading, and should include tables and diagrams where appropriate, to illustrate evidence. Defra approval for milestone payments is dependent on the quality of an output. We expect the project to take up to 3 months from inception to delivery of the final report and presentation. We are open to receiving alternative proposals from suppliers regarding the exact timings for delivery of outputs.

Challenges

Defra have identified some challenges to completing this work. Bids should set out how these challenges will be managed.

- Covid-19: The ongoing Covid-19 pandemic is likely to affect stakeholders' ability to engage on this work.

- Lack of evidence: With only a handful of large-scale NbS projects, the evidence base needed to understand the full potential and limitations of NbS is lacking.

Payment Schedule

The completion of each phase represents a key milestone. Payment will be linked to the progression of delivery along the following timeframe:

Milestone	Description	Payment Schedule
1	Completion of phase 1	60%
2	Completion of phase 2	40%

HMG approval of outputs will be required before milestone payments are made. Assessing the quality of the work will involve a consideration of its structure and clarity, and the validity and reliability of information sources.

Budget

The budget available for this project is £60,000 - 75,000. The budget is ex-VAT, and bids should also be exclusive of VAT. Bids should split costs as per Table 1.

Table 1: Cost schedule

Cadre	Category	Days per task	Cost per task	Total cost

Constraints and dependencies

- Timing considerations:
 - Consultants must be available to deliver to the timetable set out above.
- Expertise:
 - Contractors may wish to form a consortium of expertise with other suppliers in order to complete the specific expertise requested.
 - The availability of key stakeholders for interviews is outside of the control of Defra and should not be relied upon for successful completion of the research.

Proposal Assessment Criteria

Proposals submitted should be limited to 20 pages or fewer (excluding CVs), and should comply with the following assessment criteria:

Technical (70%)	Criteria	Weighting	Description
	Understanding of research requirement	10%	Demonstrates a clear understanding of the policy and finance areas relating to the ToR. Demonstrates a good understanding of

			Defra requirement and research questions in ToR.
	Methodology	40%	Demonstrates robust and proportionate data collection and sampling methods including: approach to desk-based literature review, access to relevant stakeholders and potential interviewees (providing an indicative list). Using the above data, demonstrates the ability to respond to research questions by conducting and delivering high quality, robust, and rigorous analysis aligning with best practices in social/eco nomic research and financial analyses.
	Skills and expertise	40%	CVs demonstrate specialist knowledge and networks in subject area as detailed in the 'Required skills of the supplier' section of the ToR. Each team member has high-level of relevant research and analytical expertise required to deliver their assigned tasks to meet UK Government research standards as detailed in HMT's Magenta book and in line with required skills and standards detailed in ToRs. Demonstrates

			relevant prior experience in delivering similar projects.
	Project Management	10%	Provides a clear and effective delivery plan/workplan with specific references to this project, including: tasks, milestones, experts allocated to tasks as per seniority and respective numbers of days to deliver requirements on time Provides a robust project management oversight process Proposal identifies relevant challenges and risks, including ethical issues, alongside effective plans for mitigation, management and contingency
Commercial (30%)	Cost and value for money	100%	Cost will be evaluated according to the calculations made in the pricing schedule, which determines the overall tender price. The lowest bid price will receive 30% financial score to be added to the technical score in the overall tender evaluation. Other bids financial scores will be calculated pro-rata to the lowest price. All scores will be rounded up/down to the nearest single decimal place. We will check to ensure the workplan

		<p>provides a clear and effective financial approach (i.e. time adjusted financial schedule/indication of costs over project timeline) thus providing a reasonable estimate as compared to the prescribed maximum budget to deliver key outputs within the prescribed timeframe.</p> <p>We will ensure the commercial proposal represents strong value for money by: minimising total cost/expenses (including travel); outlining particular cost saving measures; setting out value adding activities; and ensuring that quantifiable evidence of the cost/benefit is provided.</p>
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The bidder with the most economically advantageous tender in relation to quality and price, evaluated as described in this section, will be appointed as the supplier to the contract. Each criteria section will be scored a mark out of 10 which is according to the table below. The scores will be weighted and the highest scoring bidder will receive a maximum of 70%. Other bids will be scored pro rata according to the highest bid.

Rating of Response; The tenderer provides a response which in the opinion of the evaluators is:	Score
Excellent: Addresses all of the requirements and provides a response with relevant supporting information which does not contain any weaknesses, giving Defra complete confidence that the requirements will be met.	10
Very Good: Addresses all of the requirements and provides a response with relevant supporting information, which contains very minor weaknesses, giving Defra high confidence that the requirements will be met	8
Good: Addresses all of the requirements and provides a response with relevant supporting information, which contains minor weaknesses, giving Defra reasonable confidence that the requirements will be met.	6
Satisfactory: Substantially addresses the requirements and provides a response with relevant supporting information which may contain moderate weaknesses, but gives Defra some confidence that the requirements will be met.	4
Weak: Partially addresses the requirements or provides supporting information that is of limited relevance or contains significant weaknesses, and therefore gives Defra low confidence that the requirements will be met.	2
Nil: No response or provides a response that gives Defra no confidence that the requirements will be met.	0

Cost will be evaluated according to the calculations made in the pricing schedule, which determines the overall tender price. The lowest bid price will receive 30% financial score to be added to the technical score in the overall tender evaluation. Other bids financial scores will be calculated pro-rata to the lowest price. All scores will be rounded up/down to the nearest single decimal place.

Technical and commercial scores will be added together to give the overall winning score. The Authority reserves the right to apply a tie-break mechanism, if the tender responses result in two or more bids receiving an absolute tie in scores. This will consider the scores of each criterion in order of importance (determined according to the weighting given to the criterion).

Bids will be independently scored by at least two evaluators.

A moderation meeting will be held between all evaluators, in order to reach a consensus score. This will not represent a mean average but will be negotiated by the evaluators in order to reach a consensus score, with full agreement from all parties.

Performance Assessment

Performance of the successful supplier will be assessed against the tasks as set out in this ToR and measured against:

- **Quality:** the strength of the methodological approach and application of this throughout the reports.
- **Accessibility:** the presentation of the findings in a way that is succinct and accessible to the desired audience.
- **Throughput:** the volume, breadth and timely submission of requested outputs.

- Accuracy: the detail within the reports as well as the number of outputs that are error free (meeting Defra reporting standards).

Defra Co-ordination

The main point of contact with the contracting department will be: Bernadette Chapman, International Climate Finance, E: bernadette.chapman@defra.gov.uk T: 020 822 58801

Regular contact with additional policy and analytical colleagues is likely to be required from across the Defra International Strategy and ODA Division. The Supplier will also be required to present their findings to senior managers in Defra.

Ethical Principles

All applicants should identify and propose arrangements for initial scrutiny and on-going monitoring of ethical issues. The appropriate handling of ethical issues is part of the assessment exercise and proposals will be evaluated on this. Suppliers should follow DFID's ethics guidelines for evaluation and research:

<https://www.gov.uk/government/publications/dfid-ethics-principles-for-research-and-evaluation>.

We expect contractors to adhere to the following GSR Principals:

- Sound application and conduct of social research methods and appropriate dissemination and utilisation of findings
- Participation based on valid consent
- Enabling participation
- Avoidance of personal harm
- Non-disclosure of identity and personal information

Bidders should identify any additional ethical issues, particularly considering the challenges of working in developing countries, and specify how they will be addressed.

UK Aid Branding

Partners that receive funding from Defra must use the 'Funded by the UK Government' logo on their development and humanitarian programmes to be transparent and acknowledge that they are funded by UK taxpayers. This should be agreed before any report is finalised. Partners should also acknowledge funding from the UK government in broader communications but no publicity is to be given to this Contract without the prior written consent of Defra.

Transparency

Defra has transformed its approach to transparency, reshaping our own working practices and pressuring others across the world to do the same. Defra requires Suppliers receiving and managing funds to release open data on how this money is spent, in a common, standard, re-usable format and to require this level of information from immediate sub-contractors, sub-agencies and partners. It is a contractual requirement for all Suppliers to comply with this, and to ensure they have the appropriate tools to enable routine financial reporting, publishing of accurate data and providing evidence of this

Defra – further IATI information is available from:

<http://www.aidtransparency.net/>.

Supply Chain Mapping

Defra is expected to report to central government on the levels of contracted work being allocated to SME and other sub-contracted organisations. It is now a requirement to provide details regarding the levels of direct and indirect departmental SME spend with major Suppliers to the cross-government SME Small Business Policy team working on this initiative. Defra is also interested in gathering details of the organisations working within the supply chains of directly contracted partners. As part of the contractual compliance checking process, Contractors should be required to submit returns providing these details, as a minimum on an annual basis.

Break Points

The contract will be subject to a break point after the completion of Phase 1 of the research. Continuation of the services after these periods will be based on agreement of deliverables and on satisfactory performance and the progress of the Supplier against the specified outputs.

Scale Up/Down

The Supplier shall commit to being fully prepared in the event any decision is made to scale up (increase) or scale down (decrease) the scope of the programme.

Duty of Care

The Supplier is responsible for the safety and well-being of their personnel. The Supplier is responsible for ensuring that appropriate arrangements, processes and procedures are in place for their personnel, taking into account the environment they will be working in and the level of risk involved in delivery of the contract.

The Supplier must confirm in their bid response:

- They fully accept responsibility for Security and Duty of Care.
- They understand the potential risks and have the knowledge and experience to develop an effective risk plan.
- They have the capability to manage their Duty of Care responsibilities throughout the life of the contract.

If you are unwilling or unable to accept responsibility for Security and Duty of Care as detailed above, your bid will be viewed as non-compliant and excluded from further evaluation.

Please refer to the details of the GDPR relationship status and personal data (where applicable) for this project as detailed in App A and the standard clause 33 in section 2 of the contract.

Appendix A: of Contract Section 3 (Terms of Reference) Schedule of Processing, Personal Data and Data Subjects

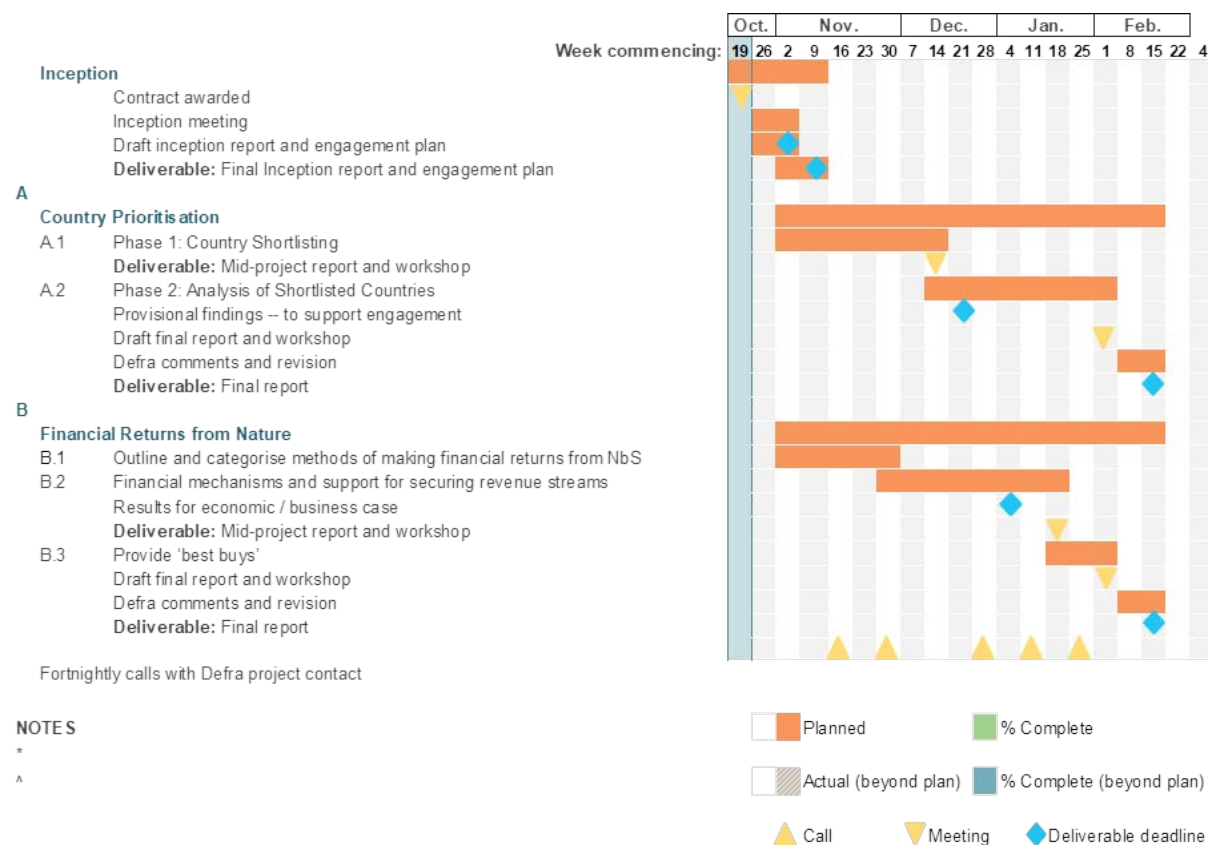
This schedule must be completed by the Parties in collaboration with each-other before the processing of Personal Data under the Contract.

The completed schedule must be agreed formally as part of the contract with Defra and any changes to the content of this schedule must be agreed formally with Defra under a Contract Variation.

Description	Details
Identity of the Controller and Processor for each Category of Data Subject	<p>The Parties acknowledge that for the purposes of the Data Protection Legislation, the following status will apply to personal data under this contract:</p> <p>1) The Parties acknowledge that Clause 33.2 and 33.4 (Section 2 of the contract) shall not apply for the purposes of the Data Protection Legislation as the Parties are independent Controllers in accordance with Clause 33.3 in respect of Personal Data necessary for the administration and / or fulfilment of this contract.</p> <p>2) For the avoidance of doubt the Supplier shall provide anonymised data sets for the purposes of reporting on this project and so Defra shall not be a Processor in respect of anonymized data as it does not constitute Personal Data.</p>

Annex A (Appendix b)

Note 1. Aspects of the work and analysis/outputs may be brought forward or postponed by agreement between the Service Provider and Defra, to meet relevant business case timescales



Section 4 – Annex B

Schedule of Prices

1. It is a requirement that all invoices are presented in the format of the payment basis, and in the case of Fees and Expenses only those categories defined are separately identified. Only one invoice per period, as defined in Section 2, Clause 22, should be submitted.

2. Fees and Expenses

The amount of fees and expenses are shown separately and reflects the financial ceilings within each category. Only expenditure actually incurred will be reimbursed, and receipts for expenditure incurred may be required before any payment is made under this contract.

3. Milestone Payments

The amount to be paid for the completion of the services, at the payment points defined below (schedule of payments) at relevant points throughout the contract period.

At each payment point set criteria will be defined as part of the schedule of payments. Payment will be made if the criteria are met to the satisfaction of Defra.

Financial returns from Nature – Payment Schedule

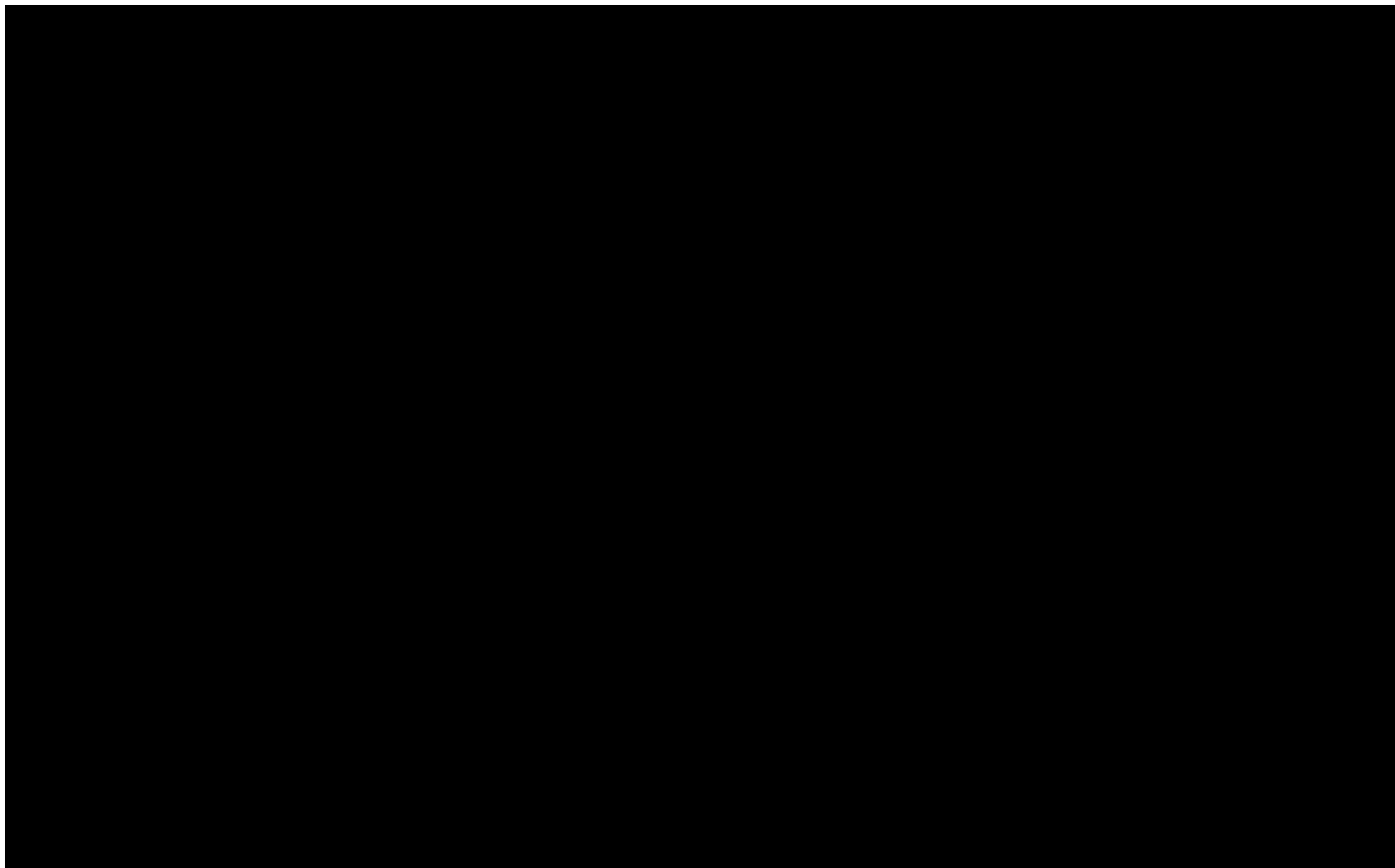
Milestone	Description	Payment Schedule
1	Completion of phase 1	60%
2	Completion of phase 2	40%

Country Prioritisation – Payment Schedule

Milestone	Description	Payment Schedule
1	Completion of Phase 1	40%
2	Completion of Phase 2	60%

Section 4, Annex B

Pro-Forma 1 - 4 (excluding 2, as no expenses submitted)



Pro-Forma 3

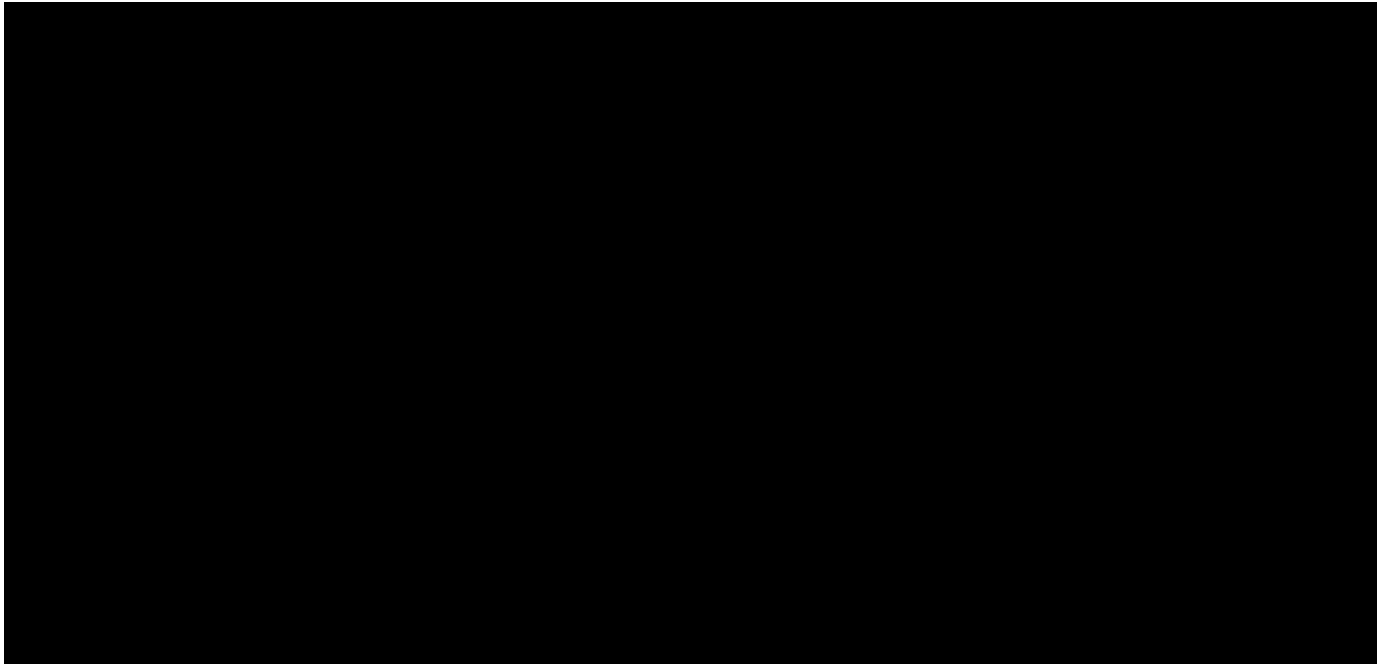
TITLE: Scoping Study for NbS Accelerator, International Climate Finance (ICF) Business Case: Country

SUBMITTING SUPPLIER(s): Vivid Economics



Pro-forma 4

SUBMITTING SUPPLIER(s) : Vivid Economics





Department
for Environment
Food & Rural Affairs



