

## Market Engagement Event:

The Stakeholder Engagement And Facilitation Services (SEAFS) and Training Framework.

### 1. Overview

The Environment Agency (EA) is planning to re-tender the SEAFS Framework. We are looking to re-tender the framework contract for between 2 and 4 years, starting from 1 October 2021.

The EA want to appoint contractors to a framework to help support our work with stakeholders. These framework contractors will help EA staff plan, facilitate and evaluate effective stakeholder engagement processes relevant to our work.

We are looking for experienced engagement professionals who:

- a. are specialists and leaders in the fields of engagement and facilitation:** bringing with them engagement and facilitation knowledge, experience and contacts from a range of sectors to help us continuously improve our Working With Others engagement approach. Our contractors must also have the learning and development capabilities to coach, train and mentor our people to learn and apply new approaches. Contractors must be committed to evaluating engagement and transferring learning back into our Working With Others Engagement Advisor network and in-house Facilitation network.
- b. provide us with more advanced engagement capabilities, including independent facilitation:** helping us do increasingly complex and sensitive engagement through the design and delivery of participative and deliberative engagement processes. Both online and in person. Our SEAFS contractors must be able to act as highly competent, independent facilitators and successfully facilitate high conflict situations.
- c. provide us with extra engagement capacity:** to enable us to support, advise, coach, mentor and train more of our people to plan, deliver and evaluate engagement to at least the same standard as our in-house engagement advisors.

Environmental change has a significant impact on people's lives. We work with others to reduce the risks to people and properties from flooding; make sure there is enough water for people and wildlife; protect and improve air, land and water quality and apply the environmental standards within which industry can operate. Acting to reduce climate change and helping people and wildlife adapt to its consequences are at the heart of all we do.

We cannot do this alone. We need to work closely with a wide range of partners including government, business, local authorities, other agencies, civil society groups and the communities we serve. How we work with others is critical to our success. We need to listen to them, understand their views, concerns and priorities to help us make the best decision for the environment and people. We also need to motivate them to take action to improve the environment or protect them from flooding. A particularly high priority for us is improving the way we collaborate and develop partnerships to meet shared goals. Helping our staff to do this is essential over the life of EA2025 – our corporate strategy.

The contract is to secure experienced engagement professionals to provide support to EA employees involved in working with stakeholders. This is not a public relations, communications or marketing contract. Instead we are looking for contractors who can help enhance the Environment Agency's reputation through enabling us to build strong and effective relationships with a diverse range of stakeholders.

## 2. Market engagement event

The purpose of the event is to provide an overview of the SEAFS Framework, provide a summary of the services the EA is looking to re-tender, explain the procurement process and timelines.

The event will take place online, on **04<sup>th</sup> May 2021, 14:00 – 15:00 BST**. To register for the event, please register your interest via bravo, see section 3.

Interested parties will not be prejudiced by any response or failure to attend the market engagement event and response to this notice does not guarantee any invitation to participate in any future public procurement process that the EA may conduct.

This notice does not constitute a call for competition to procure any services for the EA and the EA is not bound to accept any proposals offered. The EA is not liable for any costs, fees or expenses incurred by any party participating in the market engagement event. Any procurement of any services by the EA in due course will be carried out strictly in accordance with the provisions of the Public Contracts Regulations 2015

## 3. Suppliers Instructions

**Register your company on the eSourcing portal** (this is only required once)

Browse to the eSourcing Portal: <https://defra.bravosolution.co.uk> and click the link to register

Accept the terms and conditions and click 'continue'

Enter your correct business and user details - Note the username you chose and click 'Save' when complete

You will shortly receive an email with your unique password (please keep this secure)

**Express an Interest in the tender**

Login to the portal with the username/password

Click the PQQs Open To All Suppliers' link. (These PQQs are open to any registered supplier) - Click on the relevant PQQ to access the content (**PQQ\_2969**).

Once you have accessed the PQQ, Click the 'Yes' button within the qualification envelope against question 1.1.1 to be invited to the market engagement event. Within reasonable time prior to the event, you will receive meeting details.

You can use the 'Messages' function to communicate with the buyer and seek any clarification.

There may be a mixture of online and offline actions for you to perform (there is detailed online help available). You must then submit your reply using the 'Submit Response' button at the top of the page. If you require any further assistance please consult the online help.