



Department
for Environment
Food & Rural Affairs



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12th December 2022

COMMERCIAL IN CONFIDENCE

Farm and Land Management Advice Framework (Contract C-5389)

Farm and Land Management Advice Framework Theme:	Catchment Sensitive Farming
Mini-Contract Title:	FaLMA: Lot 7 (South West) CSF Programme One to One and One to Many - Infrastructure Advice.
Mini-Contract Reference:	FaLMA/CSFSW012

IT IS AGREED as follows:

As per the mini-tender Request for Quotation, the delivery of Theme 1: Water Quality and Protection including Water Framework Directive in the South West (Lot 7) will commence on 12/12/2022. Activities and payment details are summarised below.

Table 1

Activity Type	Delivery Deadline	Funding Source	No. of Units	Unit Cost (£s exc VAT)	Total Cost (£s exc VAT)
WQ1/C Farm Infrastructure Audit	30/06/23	GiA	40	[REDACTED]	[REDACTED]
WQ1/D Slurry/Manure/Silage Handling and Storage <i>(including financial implications)</i>	30/06/23	GiA	4		
WQ1/E Water Pathway Management	30/06/23	GiA	4		
WQ1/G Machinery Testing and Calibration <i>(Fertiliser and Manure Spreaders)</i>	30/06/23	GiA	3		
WQ1/J Pesticide filling - Washdown Facilities and Bio-bed/Bio-filter design	30/06/23	GiA	3		
WQ1/L Water Holding Structure Design and Management Advice	30/06/23	GiA	1		
AQ1/A Conserving Nitrogen Through Reducing Ammonia Emissions	30/06/23	GiA	8		
AQ1/B Livestock Nutrient Planning	30/06/23	GiA	6		

Group Event (2c) Combined farm walk with workshop/meeting – On Farm, Farm Infrastructure Event – Time to Plan	31/03/23	GiA	6	
Group Event (2c) Combined farm walk with workshop/meeting – maximum potential top-up payment	31/03/23	GiA	10	
Grand Total				£ 164,876.00

NB: As per the FaLMA Framework Management Manual, section 3.3.2, payment* for group events will be assessed for each event and based on the attendance achieved against agreed capacity levels stated in the RfQ. Where attendance exceeds the target capacity, 1% of total event unit cost will be paid per additional attendee up to a maximum of 10 attendees per event. *Unless stated otherwise in the RfQ.

The Service Provider shall deliver the Services in accordance with the details specified in the following documents:

1. the mini-tender Request for Quotation dated 15th November 2022
2. the mini-tender specification issued in support of the Request for Quotation
3. the mini-tender submission of the Service Provider submitted to Atamis on 29th November 2022
4. the delivery milestones as set out in Annex A to this Work Order.

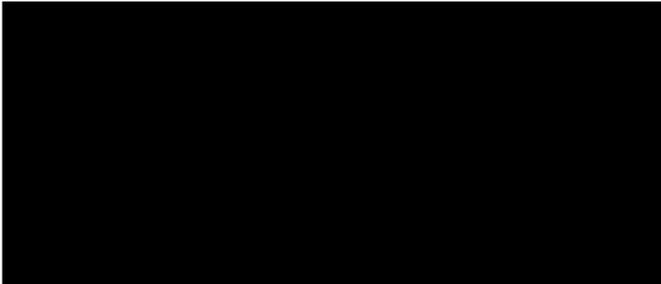
If there is any conflict between the documents referred to above or the terms of the Framework Agreement, the conflict shall be resolved in accordance with the following order of precedence:

1. this Work Order (including Annex A).
2. the mini-tender specification issued by Natural England as referred to above.
3. the Framework Agreement.
4. the mini-tender submission of the Service Provider as referred to above.

All other terms and conditions are as per the main framework contract. The final claim should be submitted by 11/08/23 (within 4 weeks of the mini-contract delivery end date).

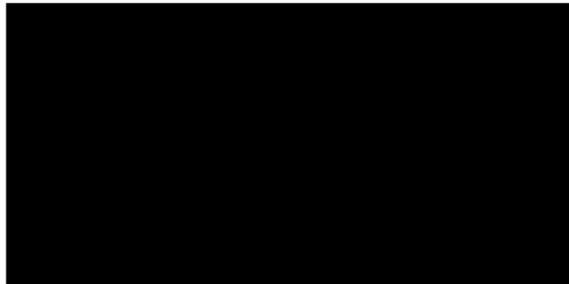
Upon receipt of the signed mini contract award, a purchase order will be raised which must be quoted on all claim submission invoices. To note the terms and conditions of the main framework contract take precedence over those attached with the purchase order.

The offer comprised in the Award Letter shall be deemed to be accepted by the Contractor on receipt by the Customer of the Contractor's notification of acceptance via Bravo within 7 days of the date of the Award Letter.

Signed for and on behalf of Defra Group Commercial
<p>Yours sincerely,</p> <div style="text-align: center;"></div> <p style="text-align: center;">Date Signed: 13 Dec 2022</p>

Annex A: Delivery Milestones

Deadline	Activity
12/12/2022	Delivery to commence
31/03/2023	50% farm visits completed and reports sent to the farmers. 100% of events completed
30/06/2023	100% farm visits completed and reports sent to the farmers. Note all delivery (visits completed and reports issued to the required standard) must be completed by the 30 th June 2023.
11/08/2023	Final claim made to Natural England (all with associated claim supporting documentation as per the FMM)

Signed for and on behalf of the Supplier

Date Signed: 13/12/2022

Schedule 1: PROCESSING, PERSONAL DATA AND DATA SUBJECTS

1. This Schedule shall be completed by the Authority, who may take account of the view of the Contractor, however the final decision as to the content of this Schedule shall be with the Authority at its absolute discretion.
2. The contact details of the Authority Data Protection Officer are:
[REDACTED] [@defra.gsi.gov.uk](mailto:[REDACTED]@defra.gsi.gov.uk)
3. The contact details of the Contractor Data Protection Officer are:
[REDACTED] [@adas.co.uk](mailto:[REDACTED]@adas.co.uk)
4. The Contractor shall comply with any further written instructions with respect to processing by the Authority.
5. Any such further instructions shall be incorporated into this Schedule.

Data Processing descriptor	Narrative
Identity of the Controller and Processor	The Parties acknowledge that for the purposes of the Data Protection Legislation, the Authority is the Controller and the Contractor is the Processor in accordance with Clause E2.1.
Subject matter of the processing	The processing is needed in order to ensure that the Processor can effectively deliver the services required by the contract to provide.
Duration of the processing	Duration of the contract
Nature and purposes of the processing	The collection, recording, organisation and storage of information for the purpose of providing advice to named individuals.
Type of Personal Data	Name, address, date of birth, NI number, telephone number, email address.
Categories of Data Subject	Members of the public in the person of farmers who will be the recipients of advice.
Data Processing descriptor	Narrative