

Annex C. Call Off Agreement

MoU between the FSA and Cefas: CALL OFF AGREEMENT FORM		
This Form is to be used by the FSA when requesting that work be undertaken within the terms of the MOU. The Parties agree that each completed and approved Form will form part of and be interpreted in accordance with the terms and conditions of that MOU.		
Project Title: FS101211 Radiological monitoring programme: sample collection and analysis	Cefas Reference:	
	Purchase Order Number:	TBC
	Date:	
FSA – Project Representative: [REDACTED]	[REDACTED]	[REDACTED]
	[REDACTED]	[REDACTED]
Cefas – Project Representative: [REDACTED]	Tel:	[REDACTED]
	E-mail:	[REDACTED]
Project Number:	FS101211	
Project Start Date:	1 st January 2023	
Project Completion Date:	31 st March 2026 (Optional 2 year extension until 31 st March 2028)	
Project Summary The Food Standards Agency (FSA) is responsible for food safety in England, Northern Ireland and Wales (Food Standards Act, 1999) and thereby undertakes monitoring and dose assessments of the food safety implications of radioactive wastes discharges to the environment. FSA's radiological monitoring programme establishes radioactivity concentrations within the vicinity of, and at distance from, nuclear licensed sites and demonstrates that radioactivity from manmade sources does not compromise food safety and are within national and EU acceptable limits of 1 mSv per annum. The FSA		

programmes conform to the requirements in Article 35 and 36 (Directive 96/29/Euratom) laying down Basic Safety Standards (Directive 2013/59/Euratom) for protection against the dangers arising from exposure to ionising radiation. The purpose of this contract is to deliver a combined sampling/radioanalytical programme that is cost-efficient and effective in meeting the FSA's statutory requirements and provides resilience in the event of a radiological emergency/incident in the UK. The work requires collection, preparation and radioanalysis of aquatic and terrestrial food samples, and the timely reporting of information and results in specified formats, from locations around the nuclear sites (and away) across England, Wales and Northern Ireland. The results will then be used to estimate the radiological exposure (doses) to consumers

Specification/ Scope of Work:

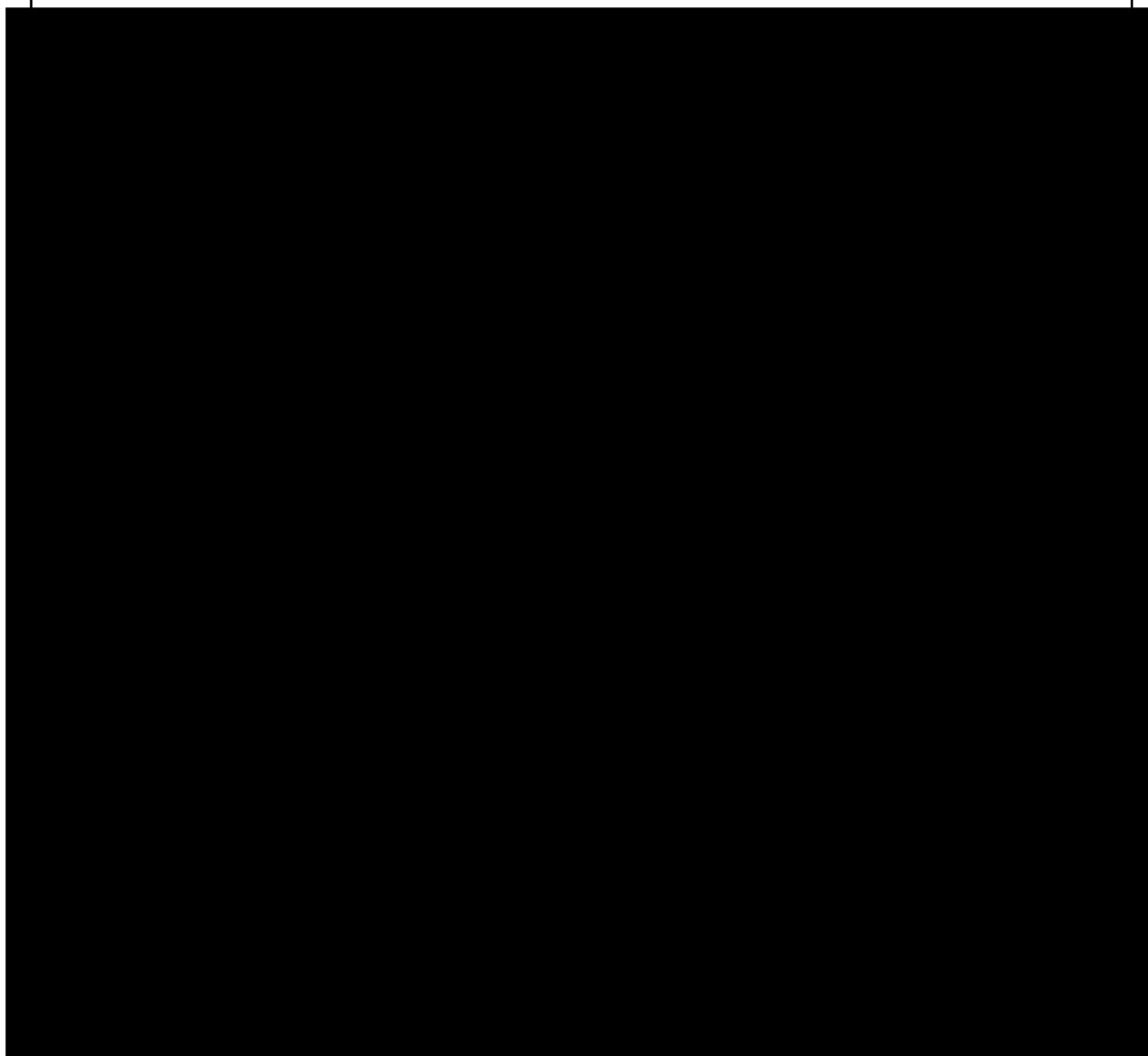
To include Background, Scope of Work, Parties Inputs, Approach and Method, Skills required, Timetable:
 See Annex A

Special Terms:

To include any terms or conditions not covered in the overarching MoU or any terms amended for the purposes of this Call Off Agreement

Deliverables:	As per Annex B Technical Proposal for FS101211
Progress Reporting (frequency & details):	As per Annex A Specification.
Key Personnel:	As per section 4, Organisational, Experience, Expertise and Staff Effort of Annex B - Tender Application Form for a project with the Food standards Agency (FS101211).
Foreground IPR – Ownership	As detailed in the MoU
Price	As per Annex C Financial Proposal
Payments & Invoicing	<p>As detailed in Annex B of the Financial Template submitted by CEFAS for FS101211 and Annex D of the post tender clarification document (both attached).</p> <p>Should any additional ad hoc / emergency samples or ad hoc / emergency testing be required, these will be invoiced with the last invoice each year.</p>

Commercially sensitive information	Annex B (other than section 1: tender summary and objectives), post tender clarification document and cost breakdown included in the financial templates submitted by CEFAS for FS101211.
We confirm receipt of this Form seeking approval for the above project to proceed. We agree to provide the goods and/or services requested according to the terms and conditions set out in the MoU between Cefas and the FSA.	
Signed on behalf of the FSA:	



Annex A Specification

Specification Reference
FS101211
Specification Title
<i>Radiological Sampling and Analysis</i>
Contract Duration
<i>1st January 2023 three-year contract with possible two-year extension</i>

This specification, which forms part of the Invitation to Tender (ITT), comprises of three individual sections: -

- A. SPECIFICATION:** An outline of the requirement
- B. PROCUREMENT TIMETABLE:** An estimated timetable for the procurement of the proposed requirement
- C. TENDER REQUIREMENTS AND EVALUATION CRITERIA:** Provides guidance to applicants on the information that should be included within tenders and on the evaluation criteria and weightings used by appraisers when assessing and scoring tenders

Tenders for FSA funded projects must be submitted through the FSA E-sourcing and contract management system, ECMS, using the following link: <https://food.bravosolution.co.uk/web/login.html>. Failure to do so may result in the tender response not being processed by the system or the response being automatically disqualified during the evaluation stage of the tender process.

THE SPECIFICATION, INCLUDING PROJECT TIMETABLE AND EVALUATION OF TENDERS

GENERAL INTRODUCTION

The Food Standards Agency is an independent Government department working across England, Wales and Northern Ireland to protect public health and consumers wider interest in food. We make sure food is safe and what it says it is.

The Agency is committed to openness, transparency and equality of treatment to all suppliers. As well as these principles, for science projects the final project report will be published on the Food Standards Agency website (www.food.gov.uk). For science projects we will encourage contractors to publish their work in peer reviewed scientific publications wherever possible. Also, in line with the Government's Transparency Agenda which aims to encourage more open access to data held by government, the Agency is developing a policy on the release of underpinning data from all of its science- and evidence-gathering projects. Data should be made freely available in an accessible format, as fully and as promptly as possible. Consideration should be given to data management as new contracts are being negotiated. Resource implications for this should be taken into account. The mechanism for publishing underpinning data should allow the widest opportunity for to enable its re-use. Where possible, underpinning data should be included in the final project report. Where data are included in the final report in pdf format, they should also be published separately in a format that can be used for further analysis. Large data sets can be provided separately in an annex to the report, and published, where possible, alongside the final report online. Where it is more appropriate to publish underpinning data in an existing database, archive, repository or other community resource, or for data to be saved in a specialist proprietary format, information will be provided on how the data can be accessed. There will be some circumstances where release of data may need to be restricted or anonymised for reasons of commercial and/or personal sensitivities.

A. THE SPECIFICATION

Background

1. Our programme of radiological work consists of two areas:
 - a. Radiological Sampling and Analysis FS102066S (this tender)
 - b. Radioactivity in Food and Environment (RIFE) Reporting FS102066R (not part of this tender)
2. The aim of this tender is to appoint a contractor for sampling and radiological analysis of foods in England, Wales and Northern Ireland. The data generated will be part of the RIFE (Radioactivity in Food and Environment) report.

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The Specification

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Sample collection

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Sample collection form and documentation

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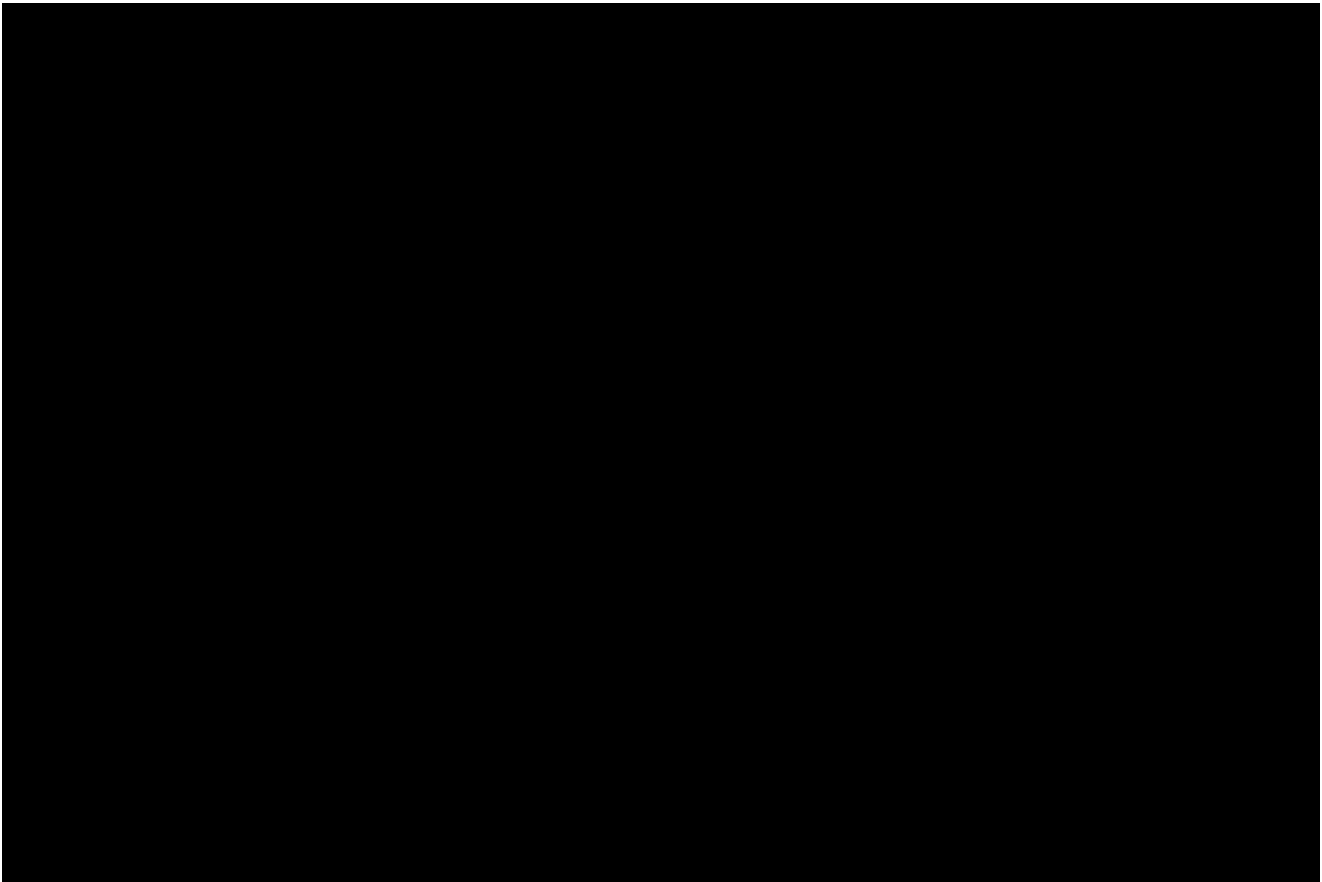
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Preservation of samples

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Reporting sample collections

[REDACTED]

Competence of sample collector/accreditation

[REDACTED]

Data standards for sampling

[REDACTED]

Safety

[REDACTED]

Sample analysis

Services required

[REDACTED]

Samples to be analysed

[REDACTED]

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Safety

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Time trend and research results to help with enquiries.

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Intercomparison trials and detection limits

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General requirements

Project Management

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Data reporting

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Database

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Results letters to sample providers

[REDACTED]

Provision of results for inclusion in RIFE report

[REDACTED]

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Data Protection

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Technical support and training

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Emergencies and exceptional incidents

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Finance Arrangements

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Estimates of costs to enable recharge to the nuclear industry

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Costing proposals

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TIMETABLE

Table 1 details an **estimated** project timetable for the project. Tenderers should however be aware that the Agency needs to acquire the evidence outlined in this ITT in a timely manner and you should justify your timings in your work plan.

TABLE 1. ESTIMATED PROJECT TIMETABLE	
EXPECTED DATE	INVITATION TO (ITT) TENDER
2 nd November 2022	Invitation to Tender (ITT) issued by the Agency
Immediately as above	ITT Clarification period opens*
16 th November 2022	ITT Clarification period closes**
23 rd November 2022 12 noon	Closing date for submission of ITT responses***
24 th to 30 th November 2022	Evaluation of ITT responses
1 st to 8 th December 2022	Appraisal panel meeting held to consider clarified ITT responses
9 th December 2022	Tenderers notified of outcome of appraisal and preferred Tenderer (or Tenderers) identified
19 th December 2022	10-day standstill period ends
End December 2022	Contract awarded and signed
1 st January 2025	Project initiation meeting takes place and project commences
Within 6 weeks of contract end date	Latest date for submission of final report to FSA

Annex 1: The 21 sites in England and Wales where samples are to be collected.

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Annex 2: Sampling Definitions:

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A.2.1 Terrestrial Food Sources

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Annex 4: Indicative annual schedule summary

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Category	Sub-category	Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7
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Item 2		Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7
Item 3		Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7
Item 4		Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7
Item 5		Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7
Item 6		Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7
Item 7		Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7
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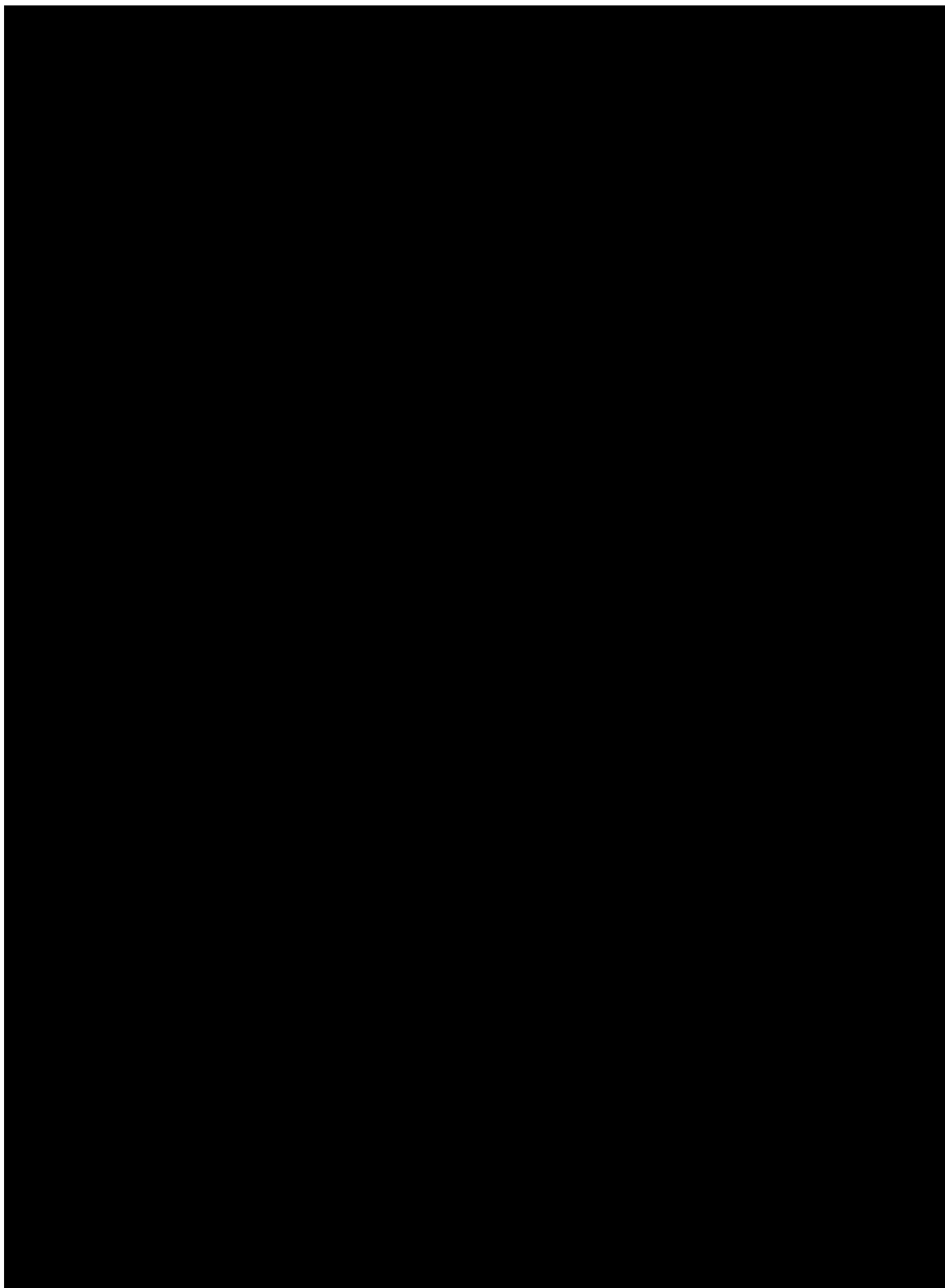
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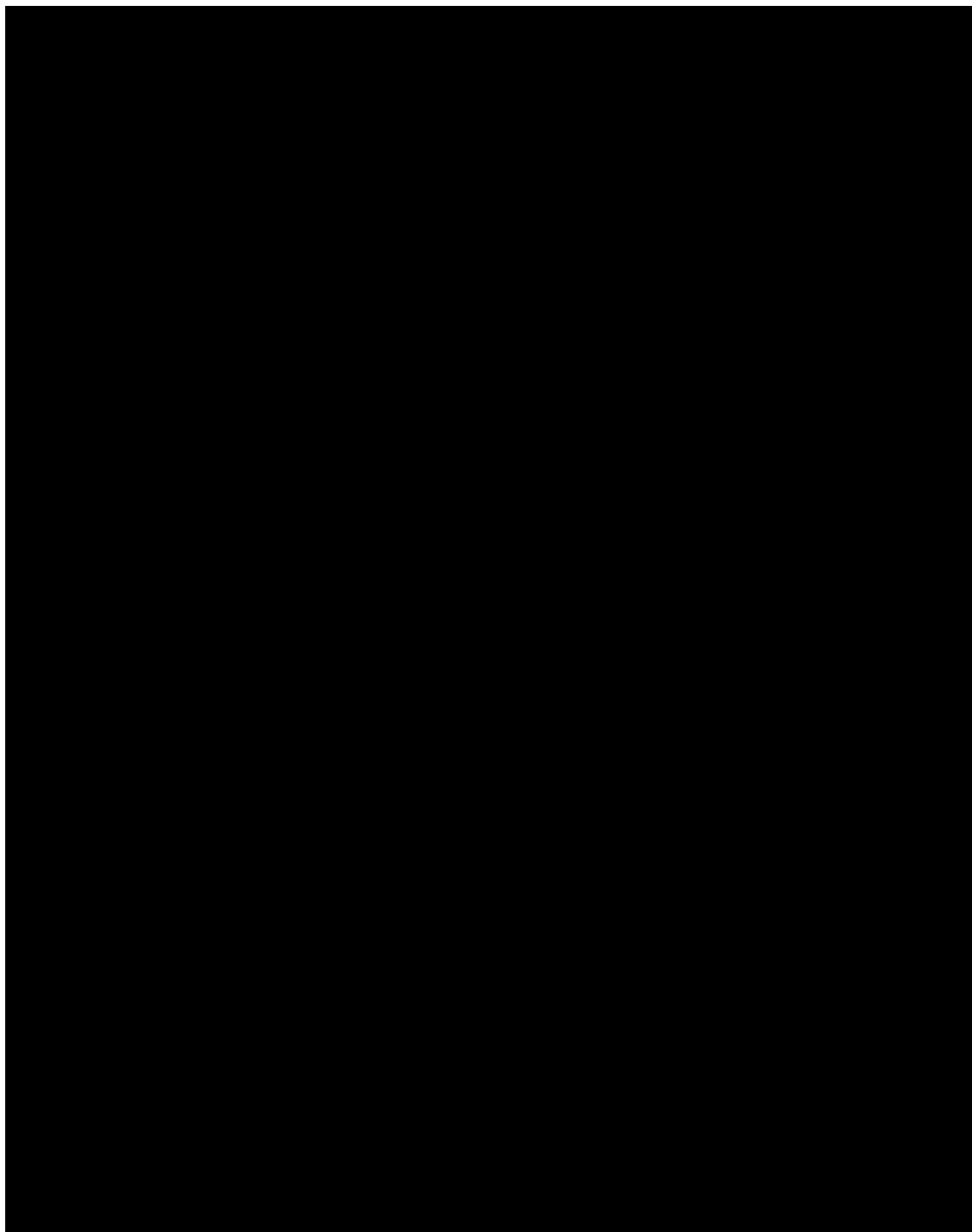
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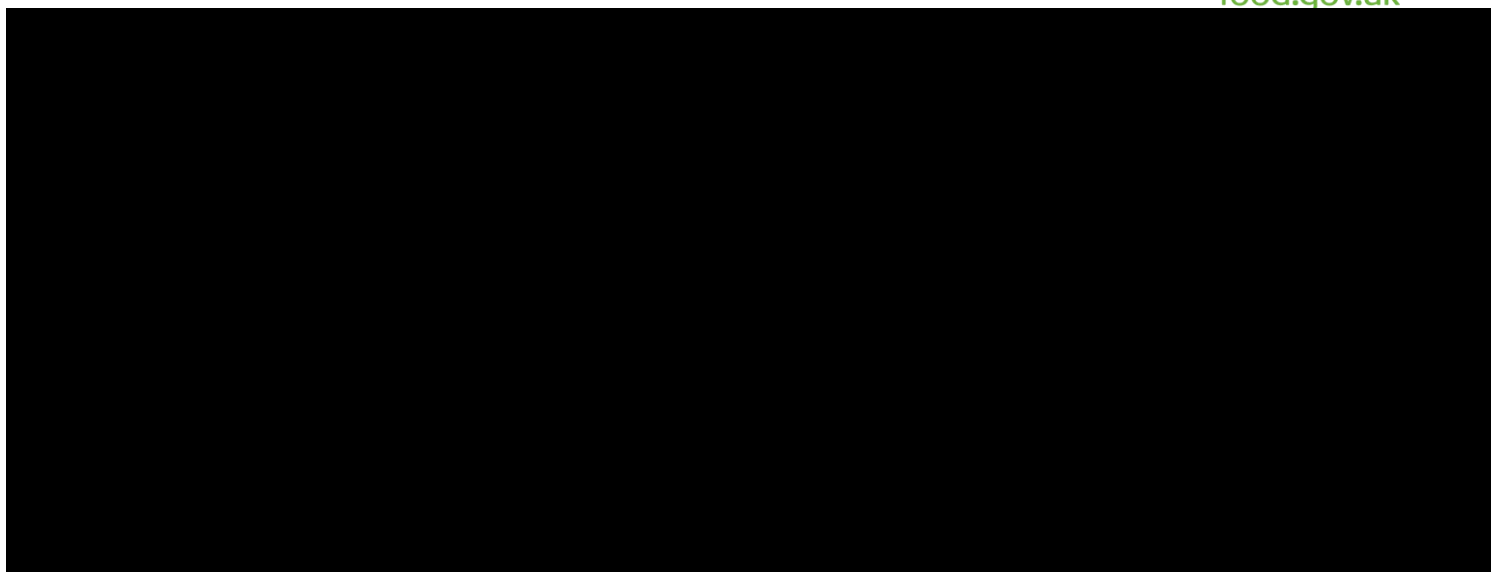


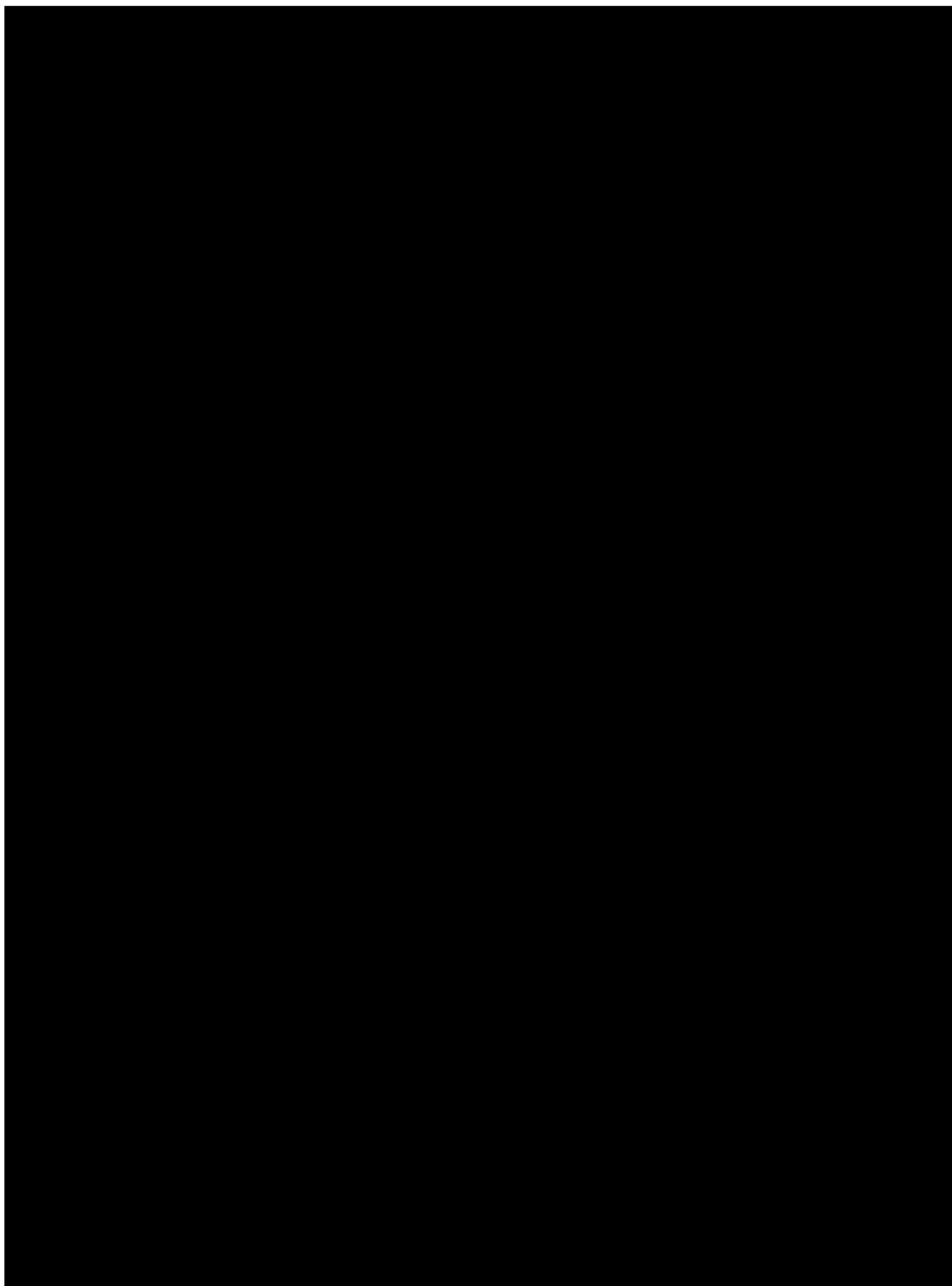
The first of these is the *Journal of the Royal Society of Medicine*, which was founded in 1849 and is the oldest of the three. It is a peer-reviewed journal that covers a wide range of medical topics, including clinical medicine, public health, and medical law. The journal is published by the Royal Society of Medicine, which is a professional body that represents the interests of the medical profession in the United Kingdom. The journal is known for its high quality and its focus on original research.

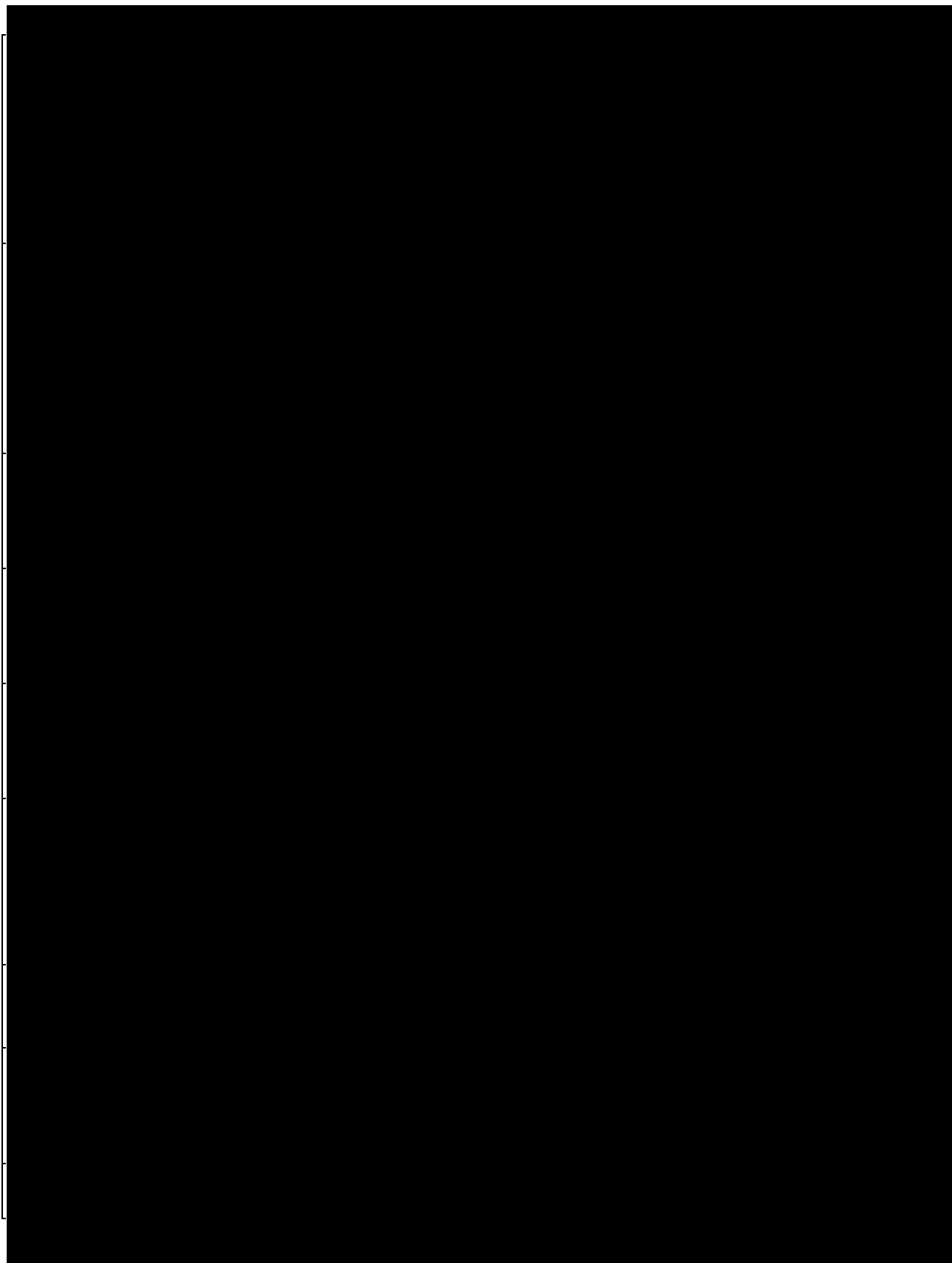
The second of the three journals is the *British Medical Journal*, which was founded in 1844. It is a peer-reviewed journal that covers a wide range of medical topics, including clinical medicine, public health, and medical law. The journal is published by the British Medical Association, which is a professional body that represents the interests of the medical profession in the United Kingdom. The journal is known for its high quality and its focus on original research.

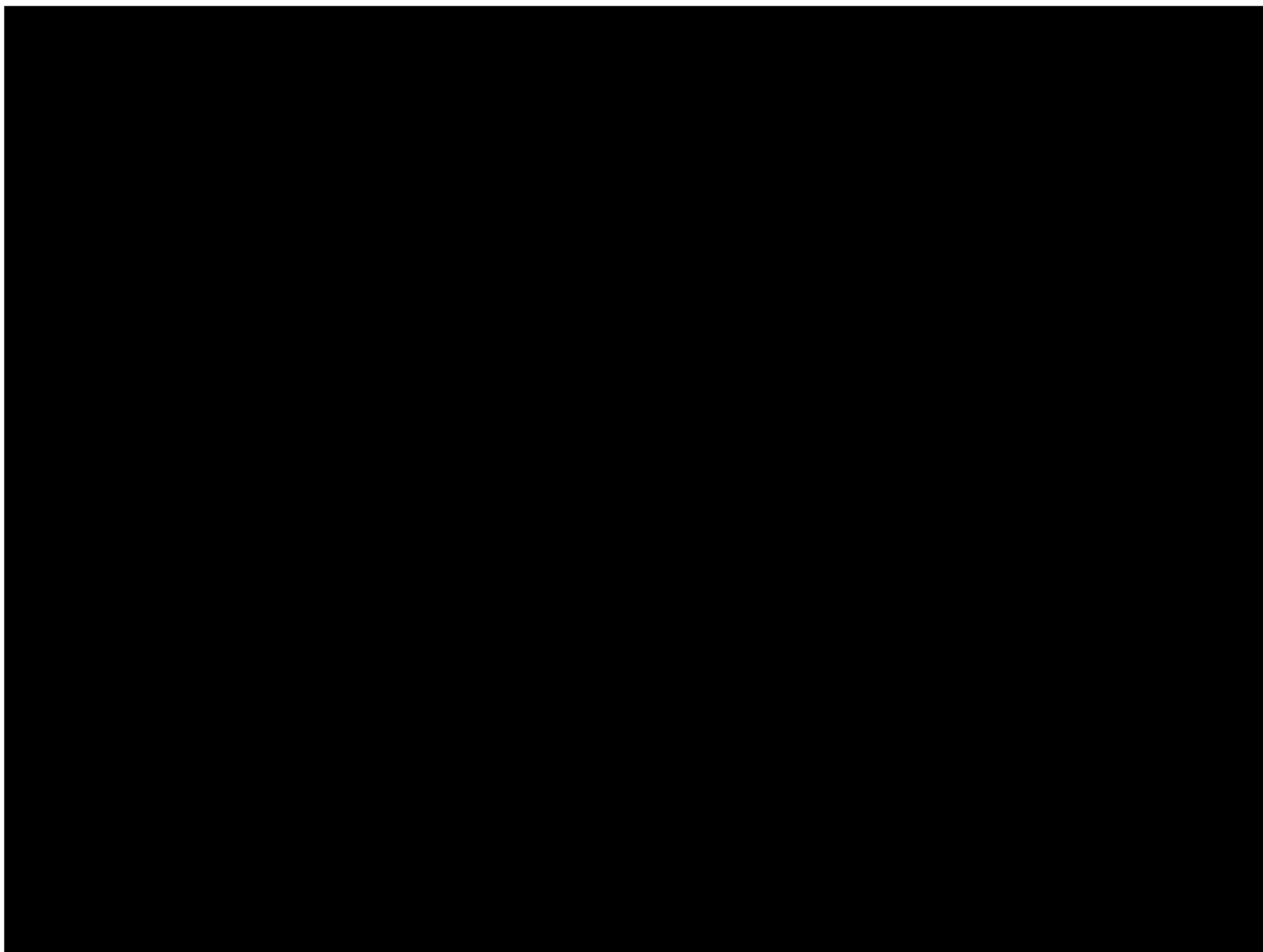
The third of the three journals is the *Lancet*, which was founded in 1823. It is a peer-reviewed journal that covers a wide range of medical topics, including clinical medicine, public health, and medical law. The journal is published by the Lancet Publishing Group, which is a professional body that represents the interests of the medical profession in the United Kingdom. The journal is known for its high quality and its focus on original research.











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Annex B Technical Proposal

Tender Application form for a project with the Food Standards Agency



- Applicants should complete each part of this application as fully and as clearly as possible
- Brief instructions are given in the grey boxes at the start of each section.
- Please submit the application through the Agency's eSourcing Portal (Bravo) by the deadline set in the invitation to tender document.

LEAD APPLICANT'S DETAILS

Organisation	Centre for Environment, Fisheries and Aquaculture Science	Department	Food Safety Portfolio		
Street Address	Pakefield Road				
Town/City	Lowestoft	Country	UK	Postcode	NR33 0HT
T					
Is your organisation is a small and medium enterprise . (EU recommendation 2003/361/EC refers http://www.hmrc.gov.uk/manuals/cirdmanual/cird92800.htm)				No	

TENDER SUMMARY

TENDER TITLE

Radiological monitoring programme: sample collection and analysis

TENDER REFERENCE	FS101211		
PROPOSED START DATE	01/01/2023	PROPOSED END DATE	31/03/2026, to account for the reporting of results of samples collected up until 31/12/2025

1: TENDER SUMMARY AND OBJECTIVES

A. TENDER SUMMARY

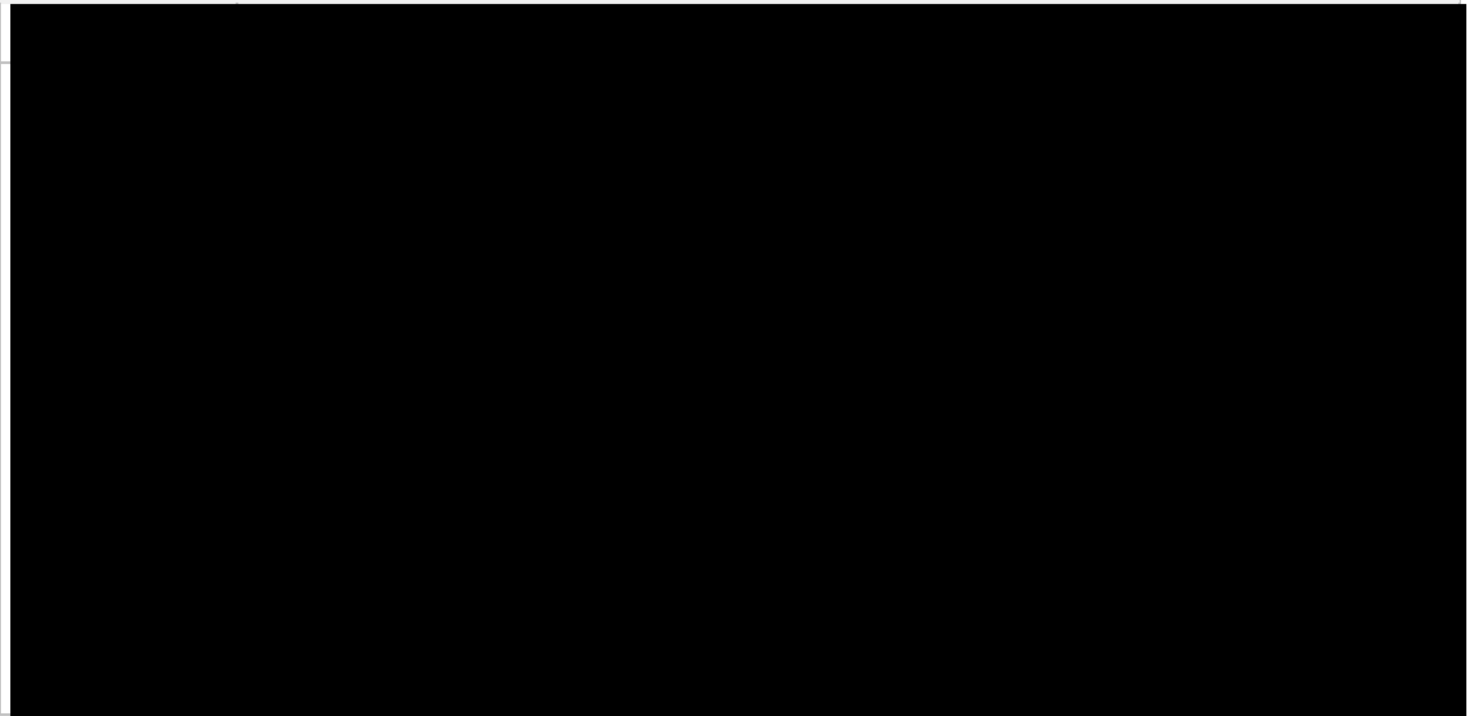
Please give a brief summary of the proposed work in no more than 400 words.



B. OBJECTIVES AND RELEVANCE OF THE PROPOSED WORK TO THE FSA TENDER REQUIREMENT

OBJECTIVES

Please detail how your proposed work can assist the agency in meeting its stated objectives and policy needs. Please number the objectives and add a short description. Please add more lines as necessary.



2: DESCRIPTION OF APPROACH/SCOPE OF WORK

A. APPROACH/SCOPE OF WORK

Please describe how you will meet our specification and summarise how you will deliver your solution. You must explain the approach for the proposed work. Describe and justify the approach, methodology and study design, where applicable, that will be used to address the specific requirements and realise the objectives outlined above. Where relevant (e.g., for an analytical survey), please also provide details of the sampling plan.

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- | Group | Bar 1 | Bar 2 | Bar 3 | Bar 4 |
|-------|-------|-------|-------|-------|
| 1 | 100% | 85% | 50% | |
| 2 | 100% | 100% | 100% | 10% |
| 3 | 100% | 100% | 30% | |
| 4 | 100% | 100% | 100% | 15% |

Total	£ 3,721,518.53		
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