



Department
for Environment
Food & Rural Affairs



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26th March 2022

COMMERCIAL IN CONFIDENCE

Farm and Land Management Advice Framework (contract ecm_64358)

Farm and Land Management Advice Framework Theme:	Catchment Sensitive Farming
Mini-Contract Title:	Assessment of CS Capital Grant applications for CSF in 2022/23
Mini-Contract Reference:	FaLMACSFEN001

IT IS AGREED as follows:

As per the mini-tender Request for Quotation, the delivery of Catchment Sensitive Farming in the England Lot 8 will commence on 11th April 2022. Activities and payment details are summarised below.

Table 1

Activity Type	Delivery Deadline	Funding Source (RDPE or GiA)	No. of Units	Unit Cost (£s exc VAT)	Total Cost (£s exc VAT)
Countryside Stewardship Capital Grant Items CSF Assessment.	31/03/2023	GiA	[REDACTED]	[REDACTED]	[REDACTED]
Grand Total			[REDACTED]		907,500.00

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 22nd March 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 Bravo on 11/03/2022
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 28/04/2023 (within 4 weeks of the mini-contract delivery end date).

Upon receipt of the signed mini contract award letter, an official purchase order will be raised (for the GiA funded element of this mini contract) which must be quoted on all invoices prior to claims submission. To note the terms and conditions attached with the purchase order are not applicable as the terms and conditions of the main framework contract take precedence.

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.

Yours sincerely




Category Officer
Defra Group Commercial

T: 020 

Annex A: Delivery Milestones

Deadline	Activity
30/03/2022	Inception Meeting Held
05/04/2022	Adviser Training Webinar completed
11/04/2022	Commencement of One to One on-farm visits.
31/03/2023	100% of farmers visited and the Approval Forms completed for Capital Grant Applications.
28/04/2023	Final claim submitted to Natural England (with all associated claim supporting documentation as per the FMM).

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
3. The contact details of the Contractor Data Protection Officer are:
[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