



Department
for Environment
Food & Rural Affairs



The European Agricultural
Fund for Rural Development:
Europe investing in rural areas



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05 February 2020

COMMERCIAL IN CONFIDENCE

Farm and Land Management Advice Framework (contract ecm_57200)

Farm and Land Management Advice Framework Theme:	Grant in Aid
Mini-Contract Title:	FaLMA Lot 8: Ecological Skills to support General Licencing
Mini-Contract Reference:	Ecm_57200

IT IS AGREED as follows:

As per the mini-tender Request for Quotation, the delivery of Ecological advice in the National Lot will commence on 05 February 2020. 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)
Delivery of requirement minus project management time	30/09/2020	GiA	Day rate	[REDACTED]	[REDACTED]
Project management support	30/09/2020	GiA	1	[REDACTED]	[REDACTED]
Day rate for attendance at training day	30/09/2020	GiA	Day rate	[REDACTED]	[REDACTED]
Milage rate for training / inception and any site visits	30/09/2020	GiA	Rate	[REDACTED]	[REDACTED]
Rail costs for training /inception and any site visits	30/09/2020	GiA	Per fare	[REDACTED]	[REDACTED]

Grand Total	£240,000.00 (excluding VAT)
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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 19/12/2019
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 15/01/2020
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 November 2020 (within 6 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

[REDACTED]
[REDACTED]
Defra Group Commercial

Annex A: Delivery Milestones

Deadline	Activity
16/01/2020	Tender return date
28/01/2020	Inception meeting in Worcester NE Office
29/01/2020	Mobilisation of deliverers
w/c 3 rd Feb 2020	Training day
03/02/2020	Contract commences
30/09/2020	Contract end