



19th June 2018

To Whom it May Concern

Request for Quotation

Dear Supplier,

Design and Installation of a Cell Grazing System

Rothamsted Research is a not-for-profit company with charitable status engaged in publicly funded scientific research into sustainable agriculture. Details of the mission and scientific goals can be found on the internet at www.rothamsted.rothamsted.ac.uk

Agri-tech Cornwall is a 3 year £10m initiative to increase Research Development and Innovation in the Agri-tech sector across Cornwall and the Isles of Scilly. Part-funded by the European Regional Development Fund, the project is led by the Duchy College Rural Business School in partnership with leading research institutions – the Universities of Exeter and Plymouth and Rothamsted Research, as well as the Cornwall Development Company. For more information about the project please visit the website www.agritechcornwall.co.uk

Rothamsted Research invites quotations for the provision of the above in accordance with the specification.

Rothamsted Research would prefer to enter into a contract with one supplier. However, the company reserves the right to accept an offer in whole, or in part, and does not bind itself to accept the lowest, or any offer, submitted in response to this invitation.

Rothamsted Research will aim to comply at all times with applicable Procurement Directives.

Contained within this RFQ:

1. Covering Letter
2. Technical Specification
3. Terms and Conditions

2. Submission of Quotation

The Quotation is to be sent by email to: rres.purchasing@rothamsted.ac.uk

3. Alternative Quotes

The quoting Company must submit a quote which complies with the Specification. If a supplier cannot comply with any requirement they must clearly identify the non-compliant area. However, if you have an alternative proposal which exceeds the requirement as stated then please feel free to highlight this but in the form of an option to the basic quote. Full particulars of any alternatives and such variations shall be submitted on separate sheets.



Alternative Quotes will not be considered until those meeting the Product Specification have been fully considered.

4. Expenses and Losses in Quoting

We have to advise you that no liability will be accepted for any costs incurred by you in preparation of your quote, unless it has been subject to prior written agreement.

5. Cost

Rothamsted Research is expecting to enter into a Fixed Price Contract, DDP (Delivered Duty Paid to North Wyke facility, Devon EX20 2SB).

For the purposes of any agreement the currency shall be GBP.

Prices submitted should include all documentation, training etc. No additional costs will be allowed.

All costs should be detailed exclusive of VAT.

6. Contract Award

The award of any contract will be made based upon the criteria below (in no particular order) but with importance being given to “economically the most advantageous offer” in terms of:

Price – 50%

Supply Chain & Quality of Service – 20%

Product range & Compliance with specification – 20%

Track record and experience – 10%

7. Value Added Benefits

Please set out your proposals for providing value added benefits as appropriate

8. Sub-Contracting

Under no circumstances will any portion of the work be sub-contracted to a third party without the prior written approval of Rothamsted Research.

9. Terms and Conditions

The successful vendor would be expected to accept Rothamsted standard conditions of contract which are supplied with this pack.

Firm delivery and installation information must accompany any offer submitted and all suppliers should note that the date agreed by which delivery, installation, commissioning, acceptance and invoicing must be completed will be a condition of any contract placed.

10. Confidentiality



Any information contained within this document or divulged pursuant to the submission of your quote must at all times remain in commercial confidence and shall not be passed on to any third party without prior written permission of Rothamsted Research. Any matter in which Rothamsted Research retains intellectual property rights shall remain the property of Rothamsted Research.

11. Validity

Your offer should have a minimum validity of 3 months from tender closing date.

12. Closing Date

Your quotation should be received no later than noon on **Friday 6th July 2018.**

Rothamsted does not bind itself to accept the lowest cost or indeed any quote submitted.

13. Contacts

Technical enquiries to be addressed to: Dr Sarah Morgan - sarah.morgan@rothamsted.ac.uk

Commercial enquiries to be addressed to: Mark Adams - mark.adams@rothamsted.ac.uk

Yours sincerely

A handwritten signature in black ink, appearing to read 'M.W. Adams'.

Mark Adams MCIPS
Procurement Manager