



Department
for Environment
Food & Rural Affairs

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Appendix 2 – Call-Off Procedure:

for The Research, Development and Evidence Framework 1

Tender Reference: RDE226

Project_30120

Date: 25 Jan 2023

1.0 Request for Proposal

- 1.1 The following document is to be used as a Call-Off template to be sent to all Contractors on a sub-lot by the Project Manager of the Contracting Authority for completion and return in accordance with the Call-Off procedures detailed in the Form of Agreement.

Research, Development and Evidence Framework	
REQUEST FOR PROPOSAL	
To be completed by Contracting Authority Project Manager please remove all red text before issuing	
Project title:	Statutory Biodiversity Credits Scheme – Evidence gathering to understand how landowner payment structures should work with the Statutory Credit process and landowner business practice
Call off Reference: please submit a call off commission form to receive a reference number. This will start RDE	RDE226
Bravo project ref (if applicable):	n/a
Date: date call off is issued to supplier(s)	25 Jan 2023
Contracting Authority (Defra and its arms-length bodies etc)	Natural England
Project Manager:	Redacted under FOIA Section 40, Personal Information
Authorized by:	
Commercial Contact (if applicable):	n/a
Project Start Date	13 February 2023
Project Completion Date	31 March 2023

For any projects over the direct award threshold, full competition is required (i.e. all contractors on the Sub-Lot are invited to quote).	Direct Award	X	Mini-comp	
Call off from Sub-Lot number (please tick)	Lot 4			
Proposal return date: <i>(no less than 10 working days from current date)</i>	8 Feb 2023			

Evaluation criteria:		
Contractors: Failure to meet any minimum score threshold stated will result in the bid being removed from the process with no further evaluation regardless of other quality or price scores.		
Quality	Weighting	70% - 30%
Price	Weighting	30% - 70%
Quality Sub-Criteria Weightings: (Indicative only)		
Approach & Methodology <i>(minimum score threshold X will apply (if applicable))</i>		40
Proposed Staff (inc Pen Portraits) and Contractor's experience/accreditations. <i>(minimum score threshold X will apply (if applicable))</i>		25
Project Management (including project plan) <i>(minimum score threshold X will apply (if applicable))</i>		25
Risk: <i>(Minimum score threshold X will apply (if applicable))</i>		5
Health & Safety		N/A
Sustainability – Mandatory	The Authority has set itself challenging commitments and targets to improve the environmental economic and social impacts of its	5

<p><i>Specific considerations (e.g. Travel management, reduction of carbon footprint, bio-security, social value, modern slavery etc.</i></p>	<p>estate management, operation, and procurement. These support the Government's green commitments. The policies are included in the Authority's sustainable procurement policy statement published at: https://www.gov.uk/government/publications/defra-s-sustainable-procurement-policy-statement</p> <p>Within this context, please briefly explain your approach to delivering the services and how you intend to reduce negative sustainability impacts. Please discuss the methods that you will employ to demonstrate and monitor the effectiveness of your organization's approach for this requirement</p>	
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Specification (Details to be provided by the Contracting Authority Project Manager)
<p>1. Description of work required – overall purpose & scope (including reporting requirements)</p>
<p>Background to the specific Natural England work area</p> <p>The Environment Bill was introduced on the 15th of October 2019. This substantial piece of legislation is the product of two years of development, drafting and public consultation. Following royal assent in November 2021, what is now the Environment Act is one of the key vehicles for delivering the vision set out in the Government's 25-year Environment plan.</p> <p>The Act introduces mandatory biodiversity net gain (BNG), integrating it into the planning system which will provide a step change in how planning and development is delivered. BNG is an approach to development that aims to leave the natural environment in a measurably better state than beforehand.</p> <p>From November 2023, mandatory BNG will go live for Town and Country Planning Act (TPCA) development and include a 10% net gain minimum on habitats impacted by the development, as well as a 30-year minimum management of net gain sites. Developments will be required to provide a Biodiversity Net Gain Plan setting out how they will deliver their net gain requirements before permission can be granted.</p> <p>Where net-gain is not achievable on site, landowners and managers will be paid by developers where they have committed to carry out work to deliver a gain in biodiversity units as measured by the biodiversity metric and monitor and maintain that gain for at least 30 years. The work will consist of the creation, restoration or enhancement of habitats on land through management activities.</p> <p>The risk that the market supply of habitat provision will not satisfy demand, because the market is still establishing, will be addressed by government's plan to sell statutory biodiversity credits. The sold credits will be equivalent to a specified gain in biodiversity units. Revenue from the sale of Statutory Credits will be invested in habitat creation and enhancement projects.</p> <p>Statutory Biodiversity Credits Scheme</p> <p>Since 2020/21 Natural England (NE) has been running a pilot comprising a range of activities to</p>

support the design and delivery of the Statutory Biodiversity Credits Scheme, from the sale of credits through to investment in strategic habitat creation and enhancement.

Nine projects were originally selected to take part in the pilot. Activities undertaken included completing Biodiversity Net Gain calculations, producing a 30-Year Habitat Management Plan (HMP) and setting out required governance structures.

During 2022/23, the NE Credits team is continuing to work with the pilot projects with a focus for this year on setting out costs to deliver habitat creation, as described in the Habitat Management and Monitoring Plan. This include what landowners will need to be paid to make the scheme viable for them over a minimum 30-year timeframe. Payments made to landowners must represent both value for money to the scheme whilst providing a fair price for landowners/ farmer and enable long-term security of the habitat. The feasibility, and quality, of the habitat being created by the landowner must be ensured and due consideration given to the ability to deliver and maintain it for a minimum of 30 years.

Requirement

NE is looking for supplier to provide impartial advice and support to understand landowner standard and non-standard landowner costs and investigate payment structures, and what implications various approach/s could have on landowner and/ or their farming business.

- Using expertise on farm business economics to support on the development of payment structures for Statutory Credits Scheme.
- Evidence gathering to understand what payment structures will work best with the Statutory Credits process and landowner business practice (i.e., avoiding payment windows which create bottlenecks etc) and should include a variety of different landowner types.
- Provide advice on what standard and non-standard costs landowners are likely to encounter when entering into a 30-year habitat management agreement.
- Provide advice and support on environmental management practices from a farmer / landowner perspective – what are the barriers, what are the opportunities.
- Experience or understanding of habitat creation and management
- Understanding of existing and new agri-schemes and how they may interact with Biodiversity Net Gain/ Statutory Biodiversity Credits
- Understand farm business economics, agricultural markets, enterprise gross margins, variable costs, fixed costs, business structures/ tenancies and how these may impact viability of a landowner entering the Statutory Credits Scheme.
- Understand legal requirements / considerations and costs landowners would likely incur seeking legal advice when in entering long-term and novel agreements, for example, conservation covenants.
- Understand tax implications to landowners / farmers and how changing land-use practices may impact Agricultural Property Relief (APR) and Business Property Relief (BPR).

Key Deliverables

- Evidence gathering which may include desk study and landowner engagement, but not limited to provide recommendations on what payment structures will work best with the Statutory Credits process and with landowner business practice.
- Identify Implications / Barriers / Opportunities to farmers / landowners of putting land into the Statutory Credit Scheme
- Make recommendations for any further work required and need/benefits of such work
- The above provided in an evaluation report to include recommendations and any lessons learnt which may benefit the design of the final scheme.

2. Required skills / experience from the contractor and staff. Include any essential qualifications or accreditations required to undertake the work.

Please demonstrate how your staff will ensure successful delivery of this project. Please ensure you make reference to any relevant qualifications/expertise.

Please demonstrate that you have adequate staff resources devoted to the project with the appropriate expertise:

- Qualifications, technical merit and experience of key staff engaged on the contract
- The structure of the project team; clearly identifying which key staff will be assigned to each of the key tasks and outputs of the project

Details of how you intend to manage the contract including any consortium of sub-contracting arrangement, to ensure the project tasks and timescales are achieved.

3. Proposed program of work and payment table (Detailing specific tasks, key milestones, deliverables & completion date where appropriate) **Payment schedule should detail the % amount that will be paid after delivery of each task (We always hold back a minimum of 30% until the project is complete. Set out how you want the Section 7 cost proposal table broken down (e.g. by key task/sub-tasks; deliverable etc). Note, this can be left to Contractors if you do not have a format in mind, but must be complete at award.**

Task no.	Task and deliverable	Completion date	Payment schedule
1.	Short evaluation report identifying implications / barriers / opportunities to farmers and landowners of putting land into BNG / Statutory Credits scheme	31/03/2023	30%
2.	Evidence gathering to provide recommendations on payment structures for landowners	30/04/2023	40%
3.	Evaluation report of delivery, recommendations and any lessons learnt which may benefit the design of the final scheme. Also provide recommendations for any further work (where required) and the outlining the benefit of such work.	31/05/2023	30%

Supplier to provide their own milestone breakdown based on the tasks / deliverables above

4. Risk

Note: This section is to be used to detail any risks or key elements relevant to the project i.e. Programme deliverable dates, workshops or external requirements, data, consultees, stakeholders etc that could impact the success of the project if they are not managed.

The revised agreed date for contract completion is 31 May 2023

Note: The following information is managed at framework level and should not be repeated unless there are specific requirements that relate to your project. General requirements should be covered in Section 1 and be included in the Contractors reply to the Approach and Methodology section unless you are using the optional evaluation criteria. Delete sections if not required.

5. Health and Safety Requirements

Note: Only include if high risk activities being undertaken e.g. working at height, near or over water). Do not request RAMS or similar risk assessments are returned with submissions. These should only be requested at contract award.

N/A

6. Further Sustainability Considerations

N/A

2.0 Proposal

- 2.1 The following document is to be used as a Call-Off template to be sent to all Contractors on a sub-lot for completion and return in accordance with the Call-Off procedures detailed in the Form of Agreement.

Research, Development and Evidence Framework 2

PROPOSAL

7. Cost Proposal

Please use day rates, including any applicable discounts, as agreed under the framework contract. A full cost schedule may be attached to support the costs summarised below.

Task No.	Name	Framework grade	Day rate	No. of Days or part thereof	Cost
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Redacted under FOIA Section 43, Commercial Information

Overall Costs	37850
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By signing this form **(Insert Contractors Name)** agree to provide the services stated above for the cost set out in your Cost Proposal and in accordance with the Research, Development & Evidence Framework 1 Conditions of Contract.

Contractor Project Manager:

Redacted under FOIA Section 40, Personal Information

Signature:

Date:

22/03/23

3.0 Order Form

- 3.1 The following document is to be completed by the Contracting Authority and sent to the Contractor for counter signature to form a Call-Off contract.

Research, Development and Evidence Framework 2 ORDER FORM

To be completed by Contracting Authority Project Manager and sent to Contractor for countersignature

Project title: Statutory Biodiversity Credits Scheme – Evidence gathering to understand how landowner payment structures should work with the Statutory Credit process and landowner business practice

Call off Reference: RDE226

Bravo project ref (if applicable): n/a

Date: 13 March 2023

THE Contracting Authority: Natural England, Foss House, Kings Pool, 1-2 Peasholme Green, York, YO1 7PX

THE CONTRACTOR: RSK ADAS, Spring Lodge, 172 Chester Road, Helsby WA6 0AR

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 16 March 2023. It's issued under the Research Development & Evidence Framework Agreement reference 30210 for the provision of Statutory Biodiversity Credits Scheme – Evidence gathering to understand how landowner payment structures should work with the Statutory Credit process and landowner business practice

CALL-OFF SUB-LOT: [Lot 4.1]

CALL-OFF INCORPORATED TERMS The following documents are incorporated into this

Call-Off Contract. Where numbers are missing we are not using those schedules. If the documents conflict, the following order of precedence applies:

1. Defra Framework Terms and Conditions;
2. Request for Proposal;
3. Proposal;

No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

CALL-OFF START DATE: 20 March 2023

CALL-OFF EXPIRY DATE: 31 May 2023

CALL-OFF INITIAL PERIOD: 0 years, 2 months, and 2 weeks

For and on behalf of the Supplier:

Redacted under FOIA Section 40, Personal Information



Date: 22/03/23

For and on behalf of the Buyer:

Redacted under FOIA Section 40, Personal Information



Signature:

Redacted under FOIA Section 40, Personal Information



