



Department  
for Environment  
Food & Rural Affairs



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



Building 14  
MOD Stafford  
ST18 0AQ



**Promar International Ltd.**  
**Alpha Buildings**  
**London Road**  
**Nantwich**  
**Cheshire**  
**CW5 7JW**

8<sup>th</sup> July 2020

**COMMERCIAL IN CONFIDENCE**

**Farm and Land Management Advice Framework (contract ecm\_57752)**

<b>Farm and Land Management Advice Framework Theme:</b>	Theme 1 (Water Quality and Protection including Water Framework Directive)
<b>Mini-Contract Title:</b>	FaLMA Lot 2: Catchment Sensitive farming Programme of Advice August 2020 to February 2021
<b>Mini-Contract Reference:</b>	FaLMACSFYN003

IT IS AGREED as follows:

As per the mini-tender Request for Quotation, the delivery of Theme 1 (Water Quality and Protection including Water Framework Directive) in the Yorkshire & The Humber and North East Lot will commence on 03/08/2020. 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)
WQ1/B: Nutrient Management Plan	██████████	██████████	█	████	████
WQ1/C Farm Infrastructure Audit	██████████	██████████	█	████	████
WQ1/D Slurry/Manure/Silage Handling and Storage	██████████	██████████	█	████	████
WQ1/E Water Pathway Management	██████████	██████████	█	████	████

WQ1/G Machinery Testing and Calibration	██████████	██████████	█	████	████
WQ1/H Soil Husbandry	██████████	██████████	█	████	████
WQ1/I Keeping Pesticides out of Water	██████████	██████████	█	████	████
WQ1/J Pesticide Filling – Washdown Facilities and Bio-bed/Bio-filter Design	██████████	██████████	█	████	████
WQ1/K Maximising Countryside Stewardship Opportunities through CSF	██████████	██████████	█	████	████
WQ1/R Farm Machinery Management	██████████	██████████	█	████	████
WQ1/U Assessment and Monitoring of Soil Health	██████████	██████████	█	████	████
WQ1/W Woodland for Water and Air	██████████	██████████	█	████	████
WQ1a/M1: Standard Soil Sampling with no Interpretation	██████████	██████████	█	████	████
WQ1a/M2 Standard Soil Sampling Certificate with Interpretation for Standard Agricultural Soil Analysis	██████████	██████████	█	████	████
WQ1a/M3 Standard Soil Analysis including Estimation of Soil Nitrogen Status.	██████████	██████████	█	████	████
WQ1b/M5: Slurry/manure Sampling + Interpretation	██████████	██████████	█	████	████
WQ1a/M6 Standard Soil Sampling, Assessment of Soil Biological Activity/Soil health with No Interpretation.	██████████	██████████	█	████	████
2c: Combined On-Site Walk with Workshop/Meeting (Capacity 15)	██████████	██████████	█	████	████
Pesticide Handling Infrastructure					
<b>Grand Total</b>				<b>£51,295</b>	

**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 04 March 2020
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 19 March 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 15/03/2021 (within 6 weeks of the mini-contract delivery end date).

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 signature block]

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**Annex A: Delivery Milestones**

Deadline	Activity
[REDACTED]	[REDACTED]

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