



Department
for Environment
Food & Rural Affairs

www.gov.uk/Defra

Appendix 2 – Call-Off Procedure:

for The Research, Development and Evidence Framework 1

Tender Reference: RDE784

**Development and Optimisation of Methods for
the Detection and Speciation of Offal in Meat
Products**

Date: 23 May 2025

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				
Project title:		Development and Optimisation of Methods for the Detection and Speciation of Offal in Meat Products		
Call off Reference:		RDE784		
Atamis project ref (if applicable):		C28037		
Date:		5 March 2025		
Contracting Authority (Defra and its arms-length bodies etc)	Department for Environment, Food and Rural Affairs			
Project Manager:		Email:		
Commercial Contact (if applicable):				
Project Start Date		27 May 2025		
Project Completion Date		31 March 2026		
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		Mini-comp X
Call off from Sub-Lot number		1.3		
Evaluation criteria:				
Contractors:				
Supplier responses will be evaluated using a 0-100 scoring mechanism.				

Minimum quality threshold 50 - If this score is not achieved, your bid will be deemed non-compliant and will be rejected.

Technical	Weighting	70%
Price	Weighting	30%

Quality Sub-Criteria Weightings: (Indicative only)

E01: Understanding of Defra's Requirement

Please outline your understanding of the requirements based on the specification provided.

10%

Your response must demonstrate:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

Please upload a document with the filename "E01_Your Company Name".

E02 Approach & Methodology

Outline the **approaches and methodologies** you will use to deliver this contract to meet the requirements listed above, giving justification for the methods proposed where they differ from those detailed above.

35%

To enable this assessment to be made, you must:

- [REDACTED]
- [REDACTED]
- [REDACTED]

	<ul style="list-style-type: none"> • [REDACTED] <p>Quality Assurance</p> <ul style="list-style-type: none"> • [REDACTED] <ul style="list-style-type: none"> ■ [REDACTED] <p>Please upload a document with the filename "E04_Your Company Name".</p>	
E05 Risks	<p>Include a risk register of what you perceive to be the main challenges and risks in delivering Defra's requirements. You should explain how you will mitigate and manage risks you identify, for example in the event of delays with qualitative data collection.</p> <p>Please upload a document with the filename "E05_Your Company Name".</p>	10%

Specification
1. Description of work required – overall purpose & scope (including reporting requirements)

Description of work

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Aim and Objectives

[REDACTED]

Objective 1: [REDACTED]

[REDACTED]

Objective 2: Method Validation

[REDACTED]

Objective 3: Recommendation for Further work and Proof-of-concept study

[REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]

[REDACTED]
 [REDACTED]
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[REDACTED]
 [REDACTED]
 [REDACTED]
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 [REDACTED]
 [REDACTED]

2.0 Proposal

E01 Understanding of Defra's requirement

[REDACTED]

[REDACTED]

A) [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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E03 Proposed Staff

[REDACTED]

[REDACTED]

[REDACTED]

- I [REDACTED]
- I [REDACTED]
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[REDACTED]

- 1. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

[REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

- 1. [REDACTED]

- 1. [REDACTED]

[REDACTED]

[REDACTED]

[Redacted text block]

[Redacted text block]

[Redacted text block]

[Redacted text block]

[Redacted text block]

[Redacted text block]

- [Redacted list item]
- [Redacted list item]
- [Redacted list item]

E05 Risk Register

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

Gantt chart with dates



Payments Table

[illegible]

[illegible]

Pricing Schedule

[illegible]

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
Project title: Development and Optimisation of Methods for the Detection and Speciation of Offal in Meat Products Call off Reference: RDE784 Atamis project ref (if applicable): C29128 Date: 23 May 2025

THE Contracting Authority: Department for Food, Environment and Rural Affairs, 2
Marshall Street, London, SW1P4DF

THE CONTRACTOR:



APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 13 May 2025. It's issued under the Research Development & Evidence Framework Agreement reference 30210 for the provision of Development and Optimisation of Methods for the Detection and Speciation of Offal in Meat Products.

CALL-OFF SUB-LOT: 1.3

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;

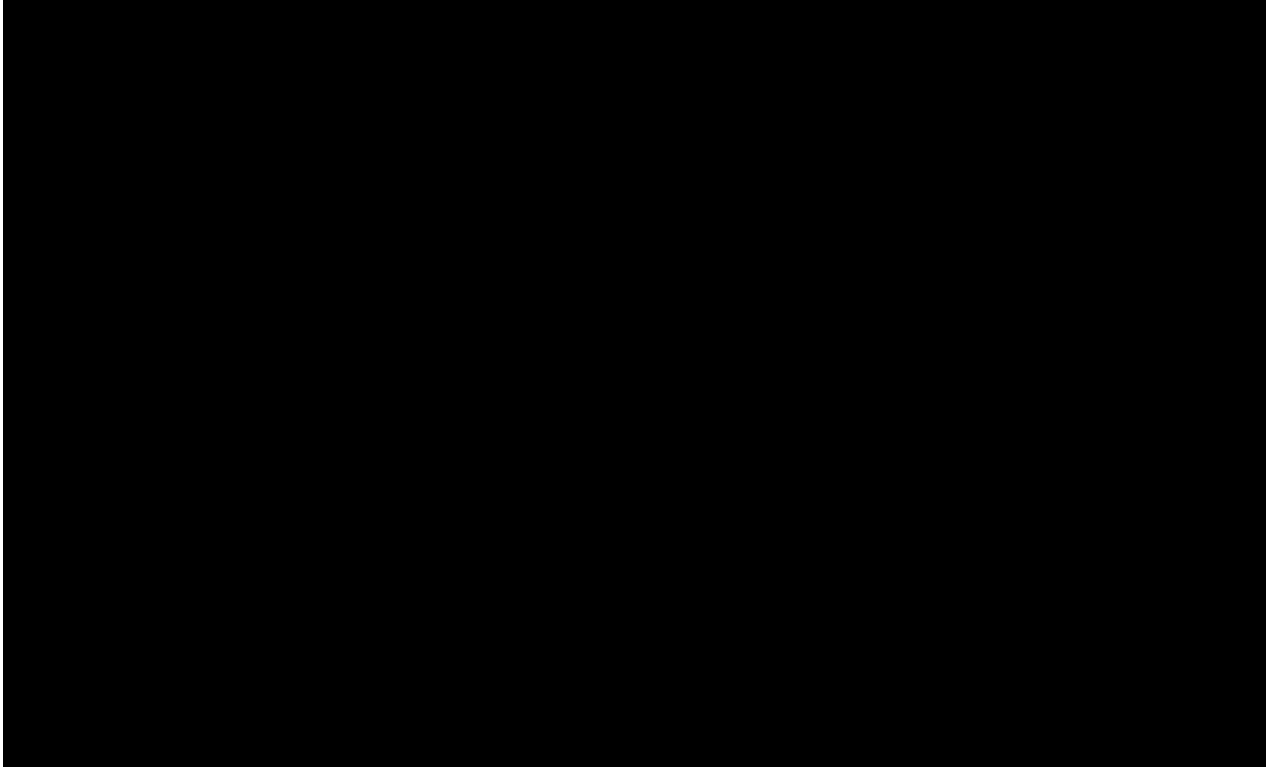
No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

CALL-OFF CONTRACT START DATE: 27 May 2025

CALL-OFF CONTRACT EXPIRY DATE: 31 March 2026

CALL-OFF PERIOD: 10.5 Months

Signed for and behalf of the Contractor:



Signed for and on behalf of the Authority:

