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Request for Quotation

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Precipitation Collector for use in the Precip-net UK Eutrophying and Acidifying Network (UKEAP)

You are invited to submit a quotation for the requirement described in the specification below.

Your response should be returned to the following email address by: 28th November 2022

Email: kate.fagan@naturalengland.org.uk

Date: 28th November 2022

Time: 5pm

Ensure you state the reference number and 'Final Submission' in the subject field to make it clear that it is your response.

Contact Details and Timeline

Kate Fagan (kate.fagan@naturalengland.org.uk) and Dan Pedley (dan.pedley@naturalengland.org.uk) will be your contacts for any questions linked to the content of the quote pack or the process. Please submit any questions by email and note that, unless commercially sensitive, both the question and the response will be circulated to all tenderers.

Action	Date
Date of issue of RFQ	14/11/2022 at 09:00 BST / GMT
Deadline for clarifications questions	21/11/2022 at 09:00 BST / GMT
Deadline for receipt of Quotation	28/11/2022 at 17:00 BST / GMT
Intended date of Contract Award	29/11/2022
Intended Contract Start Date	01/12/2022
Intended Delivery Date / Contract Duration	03/01/2023

Glossary

Unless the context otherwise requires the following words and expressions used within this Request for Quotation shall have the following meanings (to be interpreted in the singular or plural as the context requires):

"Authority"	Means the Department for Environment, Food and Rural Affairs acting as part of Natural England
"RFQ"	Means this Request for Quotation and all related documents published by the Authority and made available to suppliers
"Contract"	Means the contract to be entered into by the Authority and the successful supplier.

Conditions applying to the RFQ

You should examine your response to the RFQ and related documents ensuring it is complete prior to submitting your completed quotation.

Your quotation must contain sufficient information to enable the Authority to evaluate it fairly and effectively. You should ensure that you have prepared your quotation fully and accurately and that prices quoted are arithmetically correct for the units stated.

The supplier by submitting a quotation is deemed to accept the terms and conditions in the RFQ. Failure to comply with the instructions set out in the RTQ may result in the supplier's exclusion from this procurement.

Acceptance of Quotations

By issuing this RFQ the Authority does not bind itself to accept any quotation and reserves the right not to award a contract to any supplier who submits a quotation.

Costs

The Authority will not reimburse you for any costs and expenses which you incur preparing and submitting your quotation, even if the Authority amends or terminates the procurement process.

Mandatory Requirements

The RFQ includes mandatory requirements and, if you do not comply with them, your quotation will not be evaluated. All mandatory requirements are set out in Bravo.

Clarifications

The Authority reserves the right to discuss, confidentially, any aspect of your quotation with you prior to any award of Contract to clarify matters.

Amendments

The Authority may amend the RFQ at any time prior to the deadline for receipt. If it amends the RFQ the Authority will notify you in writing and may extend the deadline for receipt in order to give you a reasonable time in which to take the amendment into account.

Conditions of Contract

[Standard Condensed Terms and Conditions](#) will be included in any contract awarded as a result of this RFQ process. The Authority will not accept any material changes to these terms and conditions proposed by a supplier.

Specification

The Authority is Natural England. The Authority's priorities are to secure a healthy natural environment; a sustainable, low-carbon economy; a thriving farming sector and a sustainable, healthy and secure food supply. Further information about the Authority can be found at: [Natural England](#)

We require 7 Warren Spring design precipitation collectors following the design detailed in the document entitled The Precipitation Collector for Use in the Secondary National Acid Deposition Network (Hall, 1985). This can be seen in Appendix 1. Each must be made of materials capable of lasting for several years under exposure to outdoor conditions, and should include a stand, bottle holder, and funnel retainer ring. Each will need to be shipped to a different location (all within mainland England). In addition we require a total of 14 double funnels, 21 3 litre collection bottles, and 21 debris filters to fit the Precipitation Collectors, which will all need to be shipped to another different location. Two of the Precipitation Collectors should hold smaller (115mm) diameter funnels, and four of the double funnels should be the smaller 115mm diameter size. The rest of the Precipitation Collectors and funnels (i.e. five Precipitation Collectors and 10 double funnels) should be the larger (152mm) diameter size.

It is anticipated that this contract will be awarded for a period of approximately 1 month) to end no later than 03/01/2023. Prices will remain fixed for the duration of the contract award period. We may at our sole discretion extend this contract to include related or further work. Any extension shall be agreed in advance of any work commencing and may be subject to further competition.

Prices

Prices must be submitted in £ sterling, inclusive of VAT.

Quotation Submission

We will award this contract in line with the most economically advantageous tender (MEAT) as set out in the following award criteria:

Price – 50%

Quality – 50%

The following quality criteria are weighted in accordance with the importance and relevance attached to each one.

Criteria	weighting	To include:
Experience	70	To include evidence of the production of similar items.
Timescale	30	Ideally we would like to receive the precipitation collectors before the end of the year, but we appreciate that the timing is extremely tight. When would the products realistically be dispatched?

Score	Justification
For a score of hundred (100):	Excellent - Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement and provides details of how the requirement will be met in full.
For a score of seventy (70):	Good - Response is relevant and good. The response demonstrates a good understanding and provides details on how the requirements will be fulfilled.
For a score of fifty (50):	Acceptable - Response is relevant and acceptable. The response provides sufficient evidence to fulfil basic requirements.
For a score of twenty (20):	Poor - Response is partially relevant and/or poor. The response addresses some elements of the requirements but contains insufficient / limited detail or explanation to demonstrate how the requirement will be fulfilled.

For a score of zero (0):

Unacceptable - Nil or inadequate response. Fails to demonstrate an ability to meet the requirement.

Contract Management

This contract shall be managed on behalf of the Authority by Kate Fagan (kate.fagan@naturalengland.org.uk).

We will raise purchase orders to cover the cost of the services and will issue to the awarded supplier following contract award.

It is anticipated that an invoice will be submitted for the total value of the contract upon shipping of the products.

Disclosure

All Central Government Departments, their Executive Agencies and Non Departmental Public Bodies are subject to control and reporting within Government. In particular, they report to the Cabinet Office and HM Treasury for all expenditure. Further the Cabinet Office has a cross-Government role delivering overall Government policy on public procurement, including ensuring value for money and related aspects of good procurement practice.

For these purposes, the Authority may disclose within Government any details contained in your quotation. The information will not be disclosed outside Government during the procurement.

In addition, the Authority is subject to the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, which provide a public right of access to information held by public bodies. In accordance with these two statutes, the Authority may be required to disclose information contained in your quotation to any person who submits a request for information pursuant to those statutes.

By submitting a quotation you consent to these terms as part of the procurement.

Disclaimers

Whilst the information in this RFQ and any supporting information referred to herein or provided to you by the Authority have been prepared in good faith the Authority does not warrant that this information is comprehensive or that it has been independently verified.

The Authority does not:

- make any representation or warranty (express or implied) as to the accuracy, reasonableness or completeness of the RFQ;
- accept any liability for the information contained in the RFQ or for the fairness, accuracy or completeness of that information; or

- accept any liability for any loss or damage (other than in respect of fraudulent misrepresentation or any other liability which cannot lawfully be excluded) arising as a result of reliance on such information or any subsequent communication.

Any supplier considering entering into contractual relationships with the Authority following receipt of the RFQ should make its own investigations and independent assessment of the Authority and its requirements for the goods and/or services and should seek its own professional financial and legal advice.

Protection of Personal Data

In order to comply with the General Data Protection Regulations 2018 the contractor must agree to the following:

- You must only process any personal data in strict accordance with instructions from the Authority
- You must ensure that all the personal data that we disclose to you or you collect on our behalf under this agreement are kept confidential.
- You must take reasonable steps to ensure the reliability of employees who have access to personal data.
- Only employees who may be required to assist in meeting the obligations under this agreement may have access to the personal data.
- Any disclosure of personal data must be made in confidence and extend only so far as that which is specifically necessary for the purposes of this agreement.
- You must ensure that there are appropriate security measures in place to safeguard against any unauthorised access or unlawful processing or accidental loss, destruction or damage or disclosure of the personal data.
- On termination of this agreement, for whatever reason, the personal data must be returned to us promptly and safely, together with all copies in your possession or control.

General Data Protection Regulations 2018

For the purposes of the Regulations the Authority is the data processor.

The personal information that we have asked you provide on individuals (data subjects) that will be working for you on this contract will be used in compiling the tender list and in assessing your offer. If you are unsuccessful the information will be **held and destroyed within two years** of the award of contracts. If you are awarded a contract it will be retained for the duration of the contract and destroyed within **seven years** of the contract's expiry.

We may monitor the performance of the individuals during the execution of the contract, and the results of our monitoring, together with the information that you have provided, will be used in determining what work is allocated under the contract, and in any renewal of the contract or in the award of future contracts of a similar nature. The information will not be disclosed to anyone

outside the Authority without the consent of the data subject, unless the Authority is required by law to make such disclosures.

Appendix 1. The Precipitation Collector for Use in the Secondary National Acid Deposition Network.

The Precipitation Collector for Use in the Secondary
National Acid Deposition Network

SUMMARY

The report describes the bulk collector used for weekly or fortnightly sampling at the Secondary Network sites of the National Acid Deposition Network. Though this is basically a conventional rain collector, the requirements of obtaining a complete and chemically representative sample impose additional constraints. These are explained and the solutions to them described.

1. REQUIREMENTS

For bulk collection of precipitation on a weekly or fortnightly basis at the secondary network sites a simple collector using a funnel and a single sample container is used. Though this is basically a conventional rain collector, the requirements of obtaining a chemically representative sample impose additional constraints. These include:

- The materials of the collector must not contaminate the sample.
- The collector height must be sufficient to avoid the deposition in the funnel of wind blown material from the ground.
- Some sort of guard is required to prevent birds from depositing droppings in the collecting funnel and contaminating the sample.
- Small amounts of rainfall, a few mm, must provide sufficient sample volume, about 30 ml, to allow a chemical analysis of the relevant species.
- The largest probable rainfall must not overflow the sample container, otherwise it is no longer certain whether the sample is chemically representative.
- The sample must be protected from light and direct solar radiation in order to minimise chemical degradation through both excessive heating and biological action.

2. DESIGN

The design arrived at is shown in Fig. 1, details of the sampling head are shown in Fig. 2.

Two sizes of collecting funnel are used, of 115 mm and 152 mm diameter respectively, together with a collecting bottle of 3 l volume. The smaller funnel is used in areas of high rainfall. The rainfall required to produce the minimum useful sample (30 ml), and the maximum volume collectable before the bottle overflows and a whole sample is lost, are shown in the table overleaf. Experience has shown that two funnel sizes are sufficient to cover the likely range of deposition, occurring on a weekly or fortnightly basis, at all the sites in the network.

Collecting Funnel Diameter	115 mm	152 mm
Deposition for Minimum Desirable Sample (30 ml)	3 mm	2 mm
Maximum Deposition before Collecting Bottle Overflows	290 mm	165 mm

The stem of the funnel is welded to a plug which fits closely into the top of the collecting bottle. Entry through this joint of windblown rain or rain deposited on the outside of the funnel is prevented by a shroud moulded on to the funnel stem.

A spring clip attached round the shroud and to the outer sleeve of the sampling head prevents the funnel being dislodged in very strong winds.

A loose fitting removable filter plug using a screen of 1 mm mesh is placed in the base of the funnel, this prevents larger debris, insects etc from entering the collecting bottle. It is fitted with a single vertical stem on one side of 15 mm length, by which it can be installed in the funnel using tweezers, so avoiding contaminating the filter or funnel with finger marks.

The collecting bottle sits in a close-fitting canister. This is protected from direct solar radiation by a surrounding concentric sleeve extending both above and below it and separated by a gap of 25 mm through which there is free passage of air. Further protection is obtained by having both surfaces of the sleeve and the outer surface of the bottle canister highly polished, thus minimising radiative heat transfer. The inner surface of the bottle canister is finished matt black to reduce light levels around the collected sample.

A three-legged wire frame extends up to just below the collecting funnel opening, both in order to restrain the collecting funnel and to provide a mounting for a bird guard. Different sized mounting rings for supporting the two sizes of funnel opening can be clipped to the top of the frame.

The bird guard consists of six short legs extending upwards beyond the wire frame, strung around the top with 1 mm diameter line in a combination of a hexagonal and a triangular pattern about 30 mm above the funnel opening, after the method recommended by Asman et al¹. Current experience indicates that this arrangement does not protect the collector particularly well from small birds and different stringing arrangements are under investigation. Some improvement can be obtained by using thinner line (the line of 1 mm diameter is currently being replaced by line of 0.64 mm diameter) and by leaving it slack rather than taut.

The height of the collector funnel opening above the ground is 1.75 m. This is about twice the height that saltated dust, debris or snow normally reaches.

The material of the collecting funnel is natural (ie unfilled) polyethylene and of the collecting bottle natural polypropylene. The bird guard string is either natural or carbon-filled polypropylene monofilament line. Nylon monofilament fishing line is not used as it absorbs nitric and hydrochloric acid gas. The metalwork of the sampling head is of stainless steel.

The sampling head is carried on a stand manufactured of aluminium and plastic coated to resist corrosion. This can be guyed or weighted down at its base to prevent the structure being blown over in strong winds.

3. REFERENCE

1. W.A.H. Asman, T.B. Ridder, H.F. Reijnders, J. Slanina. Influence and Prevention of Bird Droppings in Precipitation Chemistry Experiments. Water, Air and Soil Pollution, 1982, 17, pp 415-420.



Bird Guard Stringing

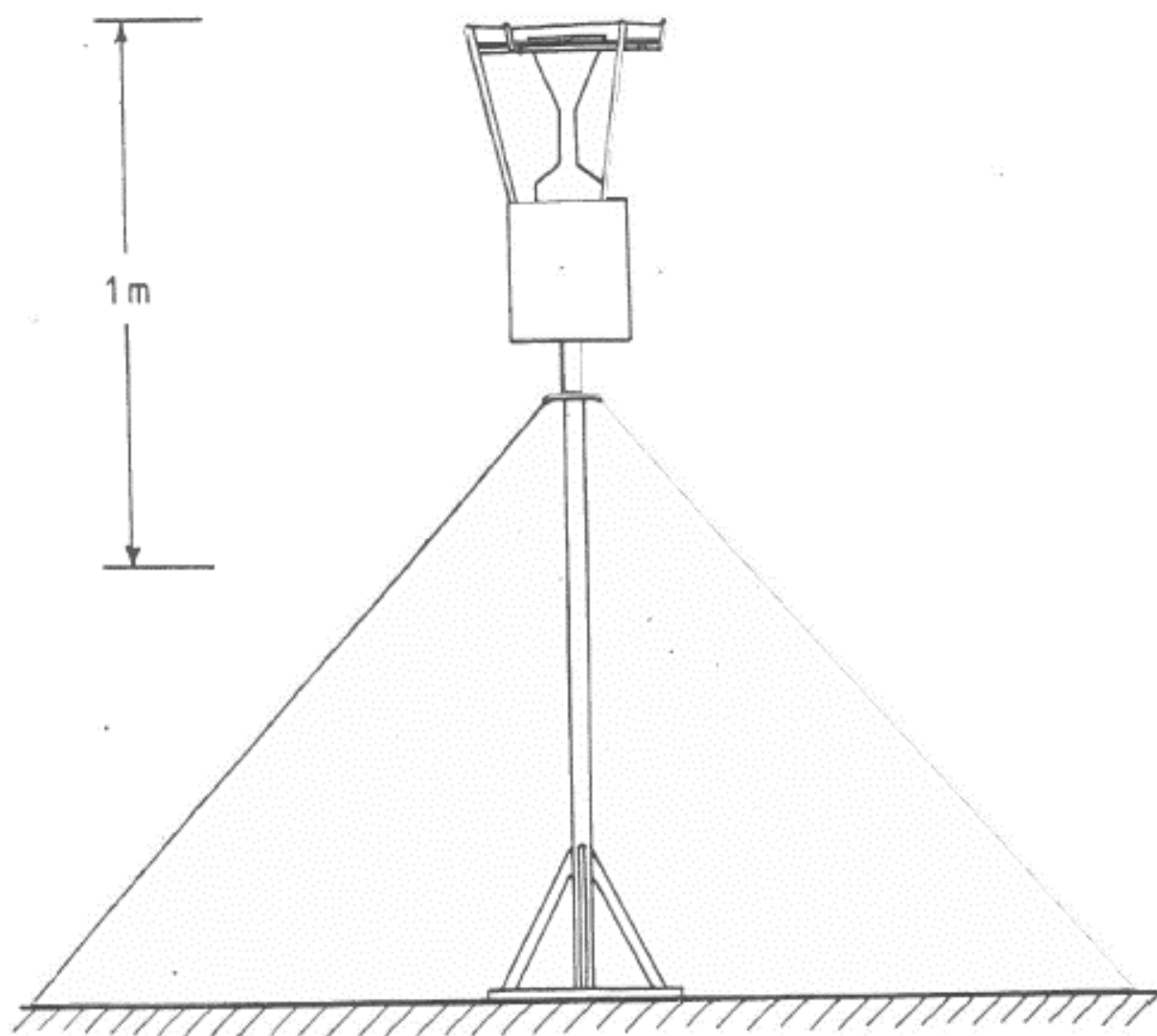


Fig.1 Precipitation Collector for Secondary Network

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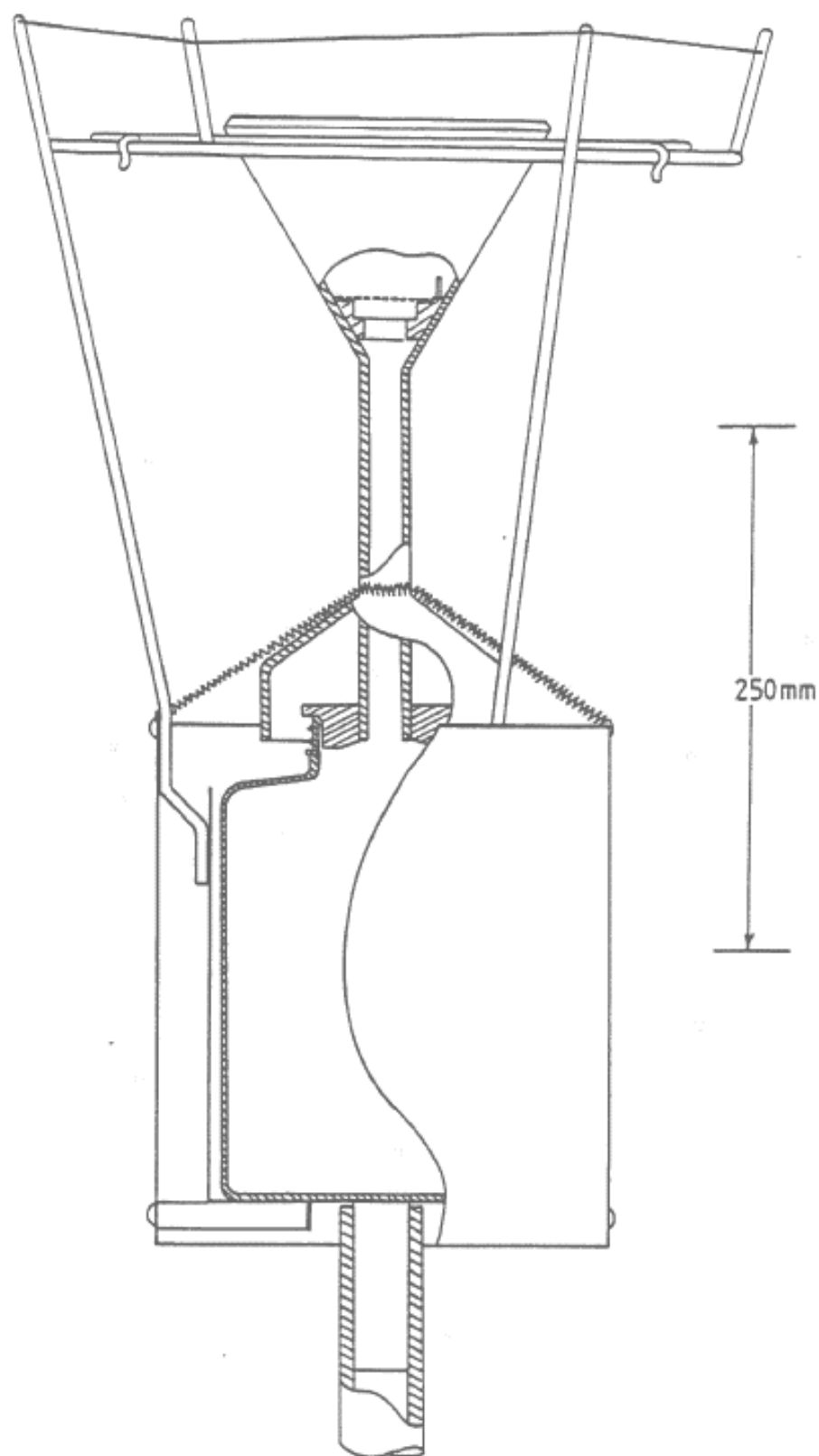


Fig.2 Precipitation Collector for Secondary Network.
Details of Sampling Head.