



Department
for Environment
Food & Rural Affairs



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21/11/2024

COMMERCIAL IN CONFIDENCE

| | |
|--|--|
| Environmental Training Advice and Facilitation Theme: | Catchment Sensitive Farming |
| Call-off Contract Title: | 1-1 Infrastructure Advice Visits - November 2024 to March 2025 |
| Call-off Contract Reference: | ETAFFCSFSW004 |
| Project Code: | ████████ |
| Contract Code: | ████████ |

IT IS AGREED as follows:

As per the tender Request for Quotation, the delivery of Water Quality and Protection, Air Quality and Ammonia Reduction in the Southwest Lot will commence on 27/11/2024. Activities and payment details are summarised below.

Table 1

| Activity Type | Delivery Deadline | Funding Source | No. of Units | Unit Cost (£s exc VAT) | Total Cost (£s exc VAT) |
|-------------------------------------|-------------------|----------------|--------------|------------------------|-------------------------|
| CSF3: Farm Infrastructure Appraisal | 31/03/2025 | GiA | 13 | ████████ | ████████ |

| | | | | | |
|--|------------|-----|----|--|--|
| CSF4: Storage and Handling of Organic Manures and Silage | 31/03/2025 | GiA | 8 | | |
| Grand Total | | | 21 | | |

The Service Provider shall deliver the Services in accordance with the details specified in the following documents:

1. the tender Request for Quotation dated 28/10/2024
2. the tender specification issued in support of the Request for Quotation
3. the tender submission of the Service Provider submitted Atamis on 11/11/2024
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 tender specification issued by Natural England as referred to above.
3. the Framework Agreement.
4. the tender submission of the Service Provider as referred to above.

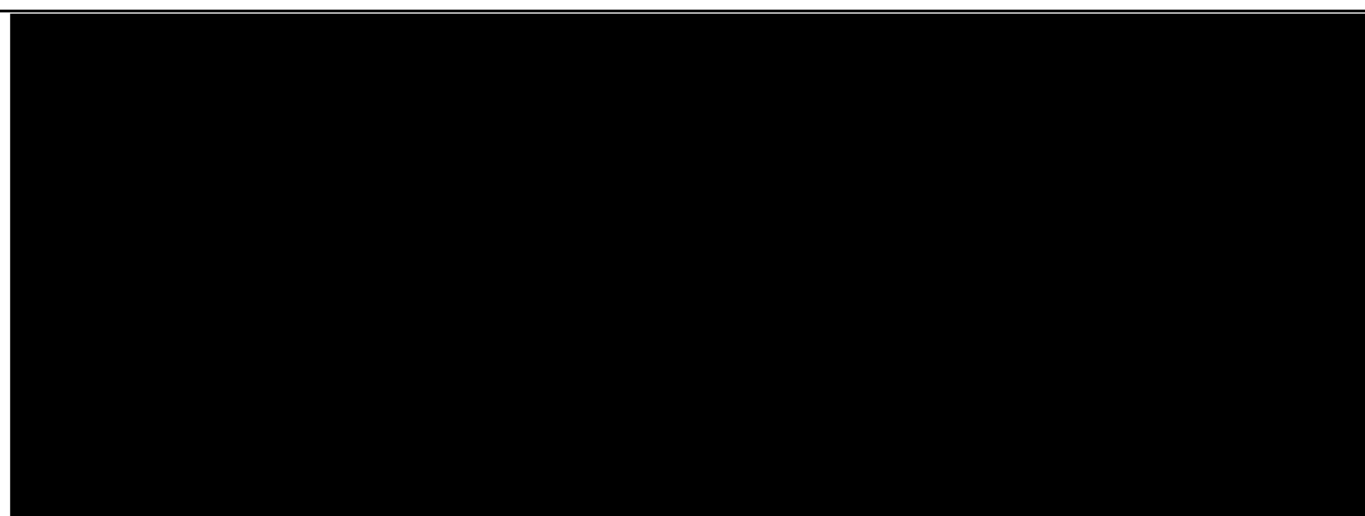
All other terms and conditions are as per the main framework contract. The final claim should be submitted by 12/05/2025 (within 6 weeks of the call-off contract delivery end date).

Upon receipt of the signed call-off contract award, a purchase order will be raised which must be quoted on all claim submission invoices. To note the terms and conditions of the main framework contract take precedence over those attached with the purchase order.

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 signed acceptance via **Atamis** within 3 working days of the date of the Contract Inception Meeting.

Yours sincerely

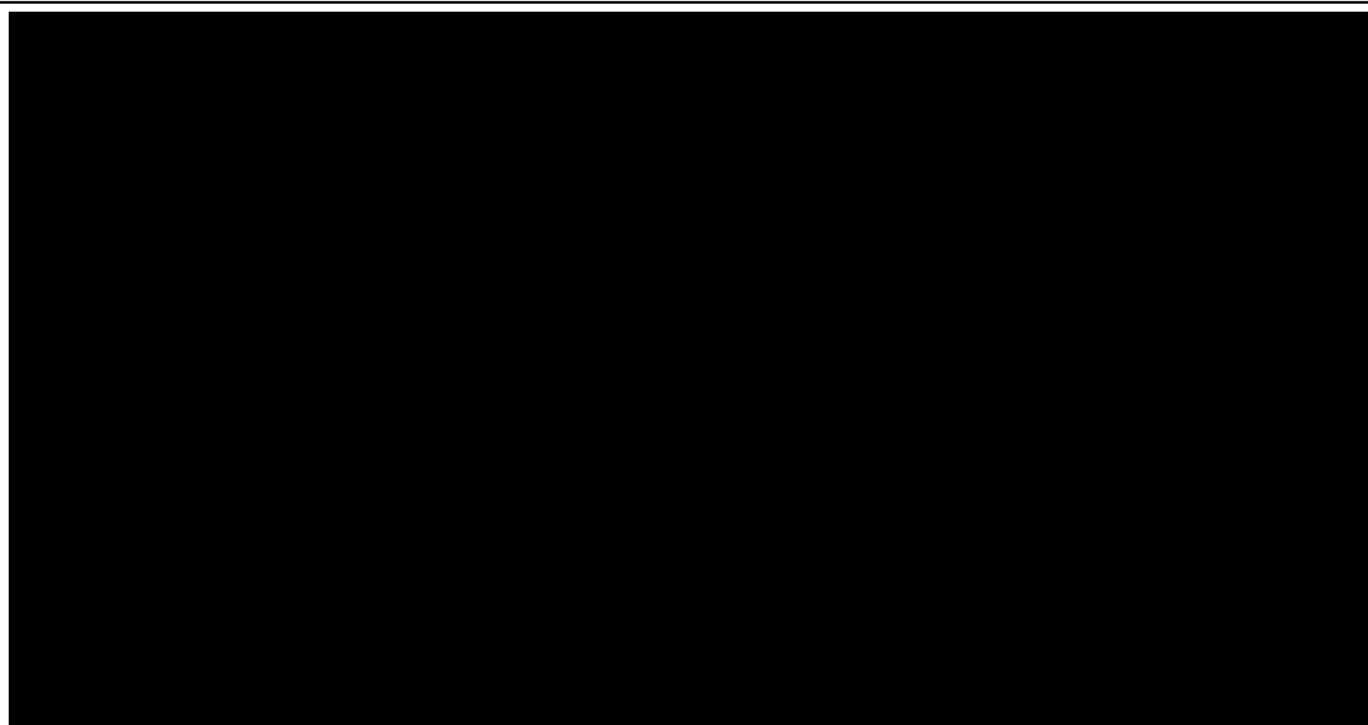
Signed for and on behalf of Natural England



Annex A: Delivery Milestones

| Deadline | Activity |
|------------|---|
| 27/11/2024 | Inception Meeting to be held and Contact List to be provided. |
| 28/11/2024 | Delivery of one-to-one advice commences. |
| 30/12/2024 | 25% of one-to-one visits to be delivered and reports sent to farmers. |
| 27/01/2025 | 50% of one-to-one visits to be delivered and reports sent to farmers. |
| 24/02/2025 | 75% of one-to-one visits to be delivered and reports sent to farmers. |
| 31/03/2025 | 100% of one-to-one visits to be delivered and reports sent to farmers. |
| 12/05/2025 | Final claim submitted to Natural England with all associated claim supporting documentation as per the FMM. |

Signed for and on behalf of the Supplier



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:
DGC.GDPR@defra.gov.uk
3. The contact details of the Contractor Data Protection Officer are:
[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 |