



Ricardo-AEA Ltd
The Gemini Building
Harwell
Oxfordshire
OX11 0QR

26 March 2020

COMMERCIAL IN CONFIDENCE
Farm and Land Management Advice Framework (contract ecm_57649)

Farm and Land Management Advice Framework Theme:	Farm Advice
Mini-Contract Title:	FaLMA Lot 8: Farm Advisory Service (FAS) Project Plan
Mini-Contract Reference:	FaLMAFASEN001

IT IS AGREED as follows:

As per the mini-tender Request for Quotation, the delivery of Farm Advice in the National Lot will commence on 1 April 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)
Adviser Training Events	n/a	Both	1	████████	████████
Farmer Training Events	n/a	Both	23	████████	████████
Newsletters	Monthly	Both	12	████████	████████
Text Alerts	n/a	Both	0	████	████
Technical Articles	Quarterly	Both	3	████████	████████
Twitter	n/a	Both	12	████████	████████
Distance Learning Material	n/a	Both	0	████	████
Key dates email service alerts to replace text alerts	n/a	Both	12	████████	████████
Stakeholder Engagement	Quarterly	RDPE	12	████████	████████
Total					████████

Activity	Monthly Price	Total Cost
Helpline (telephone & email)	██████████	██████████
Website Provision	██████████	██████████
Programme of events	██████████	██████████
Grand Total	██████████	£144,957.02

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 14/02/2020
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 05/03/2020
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 6 May 2021 (within 6 weeks of the mini-contract delivery end date).

Upon receipt of the signed mini contract award letter, an official purchase order will be raised (for the GiA funded element of this mini contract) which must be quoted on all invoices prior to claims submission. 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

██████████
Senior Category Manager
Defra Group Commercial

