



Department  
for Environment  
Food & Rural Affairs



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RSK ADAS Limited  
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Helsby  
Cheshire  
WA6 0AR

30/05/2023

**COMMERCIAL IN CONFIDENCE**  
**Farm and Land Management Advice Framework**

<b>Farm and Land Management Advice Framework Theme:</b>	<b>Catchment Sensitive Farming</b>
<b>Mini-Contract Title:</b>	<b>South East (Lot 6) Catchment Sensitive Farming 1:1 on-farm advice</b>
<b>Mini-Contract Reference:</b>	<b>FaLMACSFSE007</b>

IT IS AGREED as follows:

As per the mini-tender Request for Quotation, the delivery of Catchment Sensitive Farming Advice in the South East (Lot 6) will commence on 5<sup>th</sup> June 2023. Activities and payment details are summarised below.

**Table 1**

<b><u>Activity Type</u></b>	<b><u>Delivery Deadline</u></b>	<b><u>Funding Source</u></b>	<b><u>No. of units</u></b>	<b><u>Price per unit (exc VAT)</u></b>	<b><u>Total (exc. VAT)</u></b>
E03: WQ1/B: Nutrient Management Plan	29/12/2023				
E04: WQ1/C Farm Infrastructure Audit	29/12/2023				
E05: WQ1/D: Slurry/ Manure Handling and Storage	29/12/2023				
E06: WQ1/E: Water Pathway	29/12/2023				

Management					
E07: WQ1/G: Machinery Testing and Calibration	29/12/2023				
E08: WQ1/J: Pesticide Filling – Washdown Facilities & Bio-Bed / Biofilter Design	29/12/2023				
E09: WQ1/L Water Holding Structure Design Management Advice	29/12/2023				
E10: WQ1/Q Soil & Nutrient Management Plan	29/12/2023				
E11: WQ1/U: Assessment and Monitoring of Soil Health	29/12/2023				
E12: WQ1/V: Water Resources Audit	29/12/2023				
E13: AQ1/A: Conserving Nitrogen through Reducing Ammonia Emissions	29/12/2023				
E14: WQ1a/M1: Standard Soil Sampling with no Interpretation for standard agricultural soil analysis (P, K, Mg, pH) plus soil textural classification and organic matter content	15/09/2023				
E15: WQ1a/M3: Standard Soil Analysis (P, K, Mg, pH, Soil Textural Classification and Organic Matter content) including Estimation of Soil Nitrogen Status (SNS), Certificate with Interpretation and Crop Nutrient Recommendations	15/09/2023				
E16: WQ1a/M5: Slurry/Manure Sampling and Analysis. Certificate with Interpretation and Recommendations (pH, dry matter, total N, Nitrate-N, Ammonium-N, Uric Acid-N (poultry manures only), total P, K, Mg, Ca, S, Cu, Zn)	15/09/2023				
E17: WQ1a/M6: Standard Soil Sampling, assessment of soil biological activity/soil health with No Interpretation, for agricultural soil. Analysis of field soil(s) including pH and lime requirement, P, K, Mg, extractable copper, extractable zinc, hot-water extractable boron, soil texture, soil organic matter (by loss on ignition) and soil respiration by CO2 burst. Analysis of hedgerow/ field margin sample(s) for soil organic matter (by loss on ignition) and soil	15/09/2023				

respiration by CO2 burst.

£ 138,066.00

**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 27/04/2023
2. the mini-tender specification issued in support of the Request for Quotation
3. the mini-tender submission of the Service Provider submitted to Atamis on 11/05/2023
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 09/02/2024 (within 6 weeks of the mini-contract delivery end date).

Upon receipt of the signed mini 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 7 days of the date of the Award Letter.

Yours sincerely

**Signed for and on behalf of the Supplier**

**Signed for and on behalf of Defra Group Commercial**

**Annex A: Delivery Milestones**

[Redacted Table Content]			
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## Schedule 1: PROCESSING, PERSONAL DATA AND DATA SUBJECTS *(DGC to complete)*

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.gsi.gov.uk](mailto:DGC.GDPR@defra.gsi.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