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Tender

## **Stakeholder Engagement, Advice and Facilitation Services (SEAFS) Framework**

DEPARTMENT OF ENVIRONMENT, FOOD AND RURAL AFFAIRS (Defra Network eTendering Portal)

F02: Contract notice

Notice identifier: 2025/S 000-001577

Procurement identifier (OCID): ocds-h6vhtk-04d3e4

Published 16 January 2025, 5:14pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

DEPARTMENT OF ENVIRONMENT, FOOD AND RURAL AFFAIRS (Defra Network eTendering Portal)

Seacole Building, 2 Marsham Street

London

SW1P 4DF

#### **Contact**

David Pembry

#### **Email**

[procurement@defra.gov.uk](mailto:procurement@defra.gov.uk)

#### **Telephone**

+44 3001234500

**Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.gov.uk/government/organisations/department-for-environment-food-rural-affairs>

Buyer's address

<https://defra-family.force.com/s/Welcome>

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://defra-family.force.com/s/Welcome>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://defra-family.force.com/s/Welcome>

**I.4) Type of the contracting authority**

Ministry or any other national or federal authority

**I.5) Main activity**

Environment

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**Section II: Object**

**II.1) Scope of the procurement**

### **II.1.1) Title**

Stakeholder Engagement, Advice and Facilitation Services (SEAFS) Framework

Reference number

C27128

### **II.1.2) Main CPV code**

- 90711000 - Environmental impact assessment other than for construction

### **II.1.3) Type of contract**

Services

### **II.1.4) Short description**

Provision of external Stakeholder Engagement and Facilitation Services (SEAFS) for the Environment Agency and other Defra departments and Arms Length Bodies (ALBs).

### **II.1.5) Estimated total value**

Value excluding VAT: £1,900,000

### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

### **II.2.2) Additional CPV code(s)**

- 90713000 - Environmental issues consultancy services

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

### **II.2.4) Description of the procurement**

Defra on behalf of the Environment Agency (EA) are looking to set up a follow on Stakeholder Engagement and Facilitation Services (SEAFS) Framework starting 1 Oct 2025. Effective

stakeholder engagement is critical for our organisations to deliver its goals. This Framework will secure between 3-5 suppliers who can provide SEAFS deliverables that: enhances our ability to work with others builds trust with the communities we serve and enhances our reputation facilitates learning and enables our staff to engage better by developing their own skills The current contract expires on 30 September 2025. The intention is to award the new contract before the end of July 2025, with a start date for services commencing on the 1 Oct 2025.. This framework agreement is being let by the Environment Agency's National Engagement and Insight Team. Although they will use the contract and review and audit work completed under it, they will not be the primary users. The primary users of this contract will be Environment Agency staff involved in stakeholder engagement at a local and national level. These 'Project Clients' will be from different parts of the organisation and will use this contract to work with stakeholders on a range of issues. Our staff have varied levels of expertise and experience in stakeholder engagement. The successful suppliers will have demonstrated through this tender process that they are national Suppliers who are experts in engagement, facilitation, evaluation and skills development and who can: provide proactive support for a planned project / programme of work provide reactive support for issues of high concern or conflict build the organisation's engagement skills and capacity And through their work, can help us: collaborate and strengthen relationships so we can deliver against our priorities identify and mitigate potential risks through helping us to engage inclusively enhance our reputation by delivering participative and well-thought-out engagement The appointed Suppliers for this Stakeholder Engagement Advice and Facilitation Services (SEAFS) Framework will support our engagement work with external stakeholders over the next 2 to 4 years. These framework Suppliers will help Environment Agency staff plan, facilitate and evaluate effective stakeholder engagement processes to support the delivery of our corporate strategy, and lay the

foundations  
for creating an 'engagement capable' workforce

### **II.2.5) Award criteria**

Quality criterion - Name: Social Values / Weighting: 10

Quality criterion - Name: Technical / Weighting: 40

Cost criterion - Name: Cost / Weighting: 50

### **II.2.6) Estimated value**

Value excluding VAT: £1,900,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

1 October 2025

End date

30 September 2029

This contract is subject to renewal

No

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

As specified in the ITT documentation

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 5

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

7 March 2025

Local time

5:00pm

**IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

**IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Tender must be valid until: 30 September 2025

**IV.2.7) Conditions for opening of tenders**

Date

16 January 2025

Local time

5:00pm

Place

<https://defra-family.force.com/s/Welcome> and search for SEAFs under opportunities.

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.3) Additional information**

SSC submissions due 17:00hrs 23 Jan 2025

ITT Bid Submissions due 17:00hrs 7 Mar 2025

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

DEPARTMENT OF ENVIRONMENT, FOOD AND RURAL AFFAIRS (Defra Network  
eTendering Portal)

Seacole Building, 2 Marsham Street

London

SW1P 4DF

Country

United Kingdom

Internet address

<https://www.gov.uk/government/organisations/department-for-environment-food-rural-affairs>