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Tender

## **Framework for Stakeholder Engagement, Advice and Facilitation Services (SEAFS) 2025-2029**

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

F02: Contract notice

Notice identifier: 2025/S 000-005008

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

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### **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**

Access to the procurement documents is restricted. Further information can be obtained 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**

Framework for Stakeholder Engagement, Advice and Facilitation Services (SEAFS)  
2025-2029

Reference number

C28006

#### **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 Advice and Facilitation Services (SEAFS) for the Environment Agency and other Defra departments and Arms Length Bodies (ALBs). 2025-2029

#### **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: Technical / Weighting: 40

Quality criterion - Name: Social Values / Weighting: 10

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.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 3

Maximum number: 20

Objective criteria for choosing the limited number of candidates:

As specified in the Bidder Pack Part 2, only suppliers who pass section 1 and 2 of the Supplier Questionnaire and score 50 or more for section 3 will be invited to participate in the ITT stage of this competition

#### **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 documentation available on the eSourcing tool

##### **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

#### **III.2) Conditions related to the contract**

##### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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## **Section IV. Procedure**

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

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

Restricted 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

28 February 2025

Local time

5:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

10 March 2025

#### **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

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

Key dates

Supplier Selection Criteria(SSC)/Supplier Questionnaire(SQ) issued 13 Feb 2025

ITT Invites/Open 10 Mar 2025

Invite to Supplier Presentations 9 May 2025

Framework Start date of 1 Oct 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>