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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

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

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

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

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

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

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eTendering Portal)

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Country

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Internet address

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