Add NE Logo

**Standard Contract for Goods and/or Services - Order Form**

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| 1. **Purchase Order Number** | TBC | |
| 1. **Customer** | Natural England | |
| 1. **Contractor(s)** | TBC | |
| 1. **Defra Group Members** | The following Defra Group members will receive the benefit of the Deliverables:  Natural England | |
| 1. **The Agreement** | This Order is part of the Agreement and is subject to the terms and conditions referenced at Appendix 1 and shall come into effect on the Start Date.  Unless the context otherwise requires, capitalised expressions used in this Order have the same meanings as in the terms and conditions.  The following documents are incorporated into the Agreement. If there is any conflict, the following order of precedence applies (in descending order):   1. this Order; 2. the terms and conditions at Appendix 1; and 3. the remaining Appendices (if any) in equal order of precedence. | |
| 1. **Deliverables** | **Applicable Deliverables** | **Goods Only:**  **Services Only:**  **Good and Services:** |
| Goods | None. |
| Services | Appendix 2 – Specification / Description]  To be performed: TBC  Date(s) of Delivery: 13Mar26 |
| 1. **Start Date** | TBC | |
| 1. **Expiry Date** | TBC | |
| 1. **Charges** | The Charges for the Goods and/or Services shall be as set out [below [insert details] / in [Appendix 3 – Charges]]. The Charges are fixed for the duration of the Agreement. | |
| 1. **Payment** | Payments will be made in pounds by BACS transfer using the details provided by the supplier on submission of a compliant invoice. | |
| 1. **Contractor’s Liability Cap (Clause 13.2.1)** | 100 % of contract value. | |
| 1. **Customer’s Authorised Representative(s)** | For general liaison your contact will continue to be  TBC  or, in their absence,  TBC | |
| 1. **Contractor’s Authorised Representative** | For general liaison your contact will continue to be  Graeme Shaw, graeme.shaw@naturalengland.org.uk  or, in their absence,  Helen Bord, helenbord@naturalengland.org.uk | |
| 1. **Optional Intellectual Property Rights (“IPR”) Clauses** | The Customer has chosen Option B (Default Option) in respect of intellectual property rights provisions for the Agreement as set out in the terms and conditions.  Default Option- Option B: Customer ownership of all New IPR with limited Contractor rights to all New IPR in order to deliver the Agreement. | |
| 1. **Progress Meetings and Progress Reports** | The Contractor shall attend progress meetings with the Customer every month | |
| 1. **Address for notices** | |  |  | | --- | --- | | **Customer:** | **Contractor:** | | [**insert *name and address of Customer***]  Attention: [**insert *title***]  Email: [**insert *email address***] | **Graeme Shaw**  **Natural England, Foss House, Kings Pool, 1-2 Peasholme Green, York, YO1 7PX**  Attention: Senior Specialist  Email: Graeme.shaw@naturalengland.org.uk | | ***[Guidance note: See clause 20 of the terms and conditions for further details]*** | | |
| 1. **Key Personnel of the Contractor** | |  |  |  | | --- | --- | --- | | **Key Personnel Role:** | **Key Personnel Name:** | **Contact Details:** | |  |  |  | | ***[Guidance note: List names of any Contractor Key Personnel required to deliver the Agreement, and their contact details – see clause 6 of the terms and conditions for further details]*** | | | |  |  |  | | |
| 1. **Procedures and Policies** | For the purposes of the Agreement: See RFQ | |
| 1. **Special Terms** | N/A | |
| 1. **Additional Insurance** | N/A | |
| 1. **Further Data Protection Provisions** | The further data protection provisions contained within Annex 4 of the terms and conditions are applicable to this Agreement where indicated below:  **Yes:**  **No:** | |

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| Signed for and on behalf of the **Customer** | Signed for and on behalf of the **Contractor** |
| Name:  [**Insert** name]  [**Insert** job title] | Name:  [**Insert** name]  [**Insert** job title] |
| Date: | Date: |
| Signature: | Signature: |

**Appendix 1: Terms and Conditions**

The Customer’s Standard Good & Services Terms and Conditions which can be located on the [Natural England Website](https://eur05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.gov.uk%2Fgovernment%2Forganisations%2Fnatural-england%2Fabout%2Fprocurement&data=05%7C01%7Cdaniel.lavender%40dlapiper.com%7Ce61b389c5e15470f278e08dbcc060e37%7Ce855e7acc54640d299f7a100522010f9%7C1%7C0%7C638328098969691096%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=ymInFtzabvMF3T9or361i03D%2B4kyuzgt8T5CzJeS7Gc%3D&reserved=0) and which are called ‘Standard Goods & Services Terms and Conditions’

**Appendix 2: Specification/Description**

Background to Natural England

Natural England is the government’s advisor on the natural environment. We provide practical advice, grounded in science, on how best to safeguard England’s natural wealth for the benefit of everyone.

Our remit is to ensure sustainable stewardship of the land and sea so that people and nature can thrive. It is our responsibility to see that England’s rich natural environment can adapt and survive intact for future generations to enjoy.

Project reference 2506-EQ-0040

Exposure and Effects of Veterinary Medicines and Pesticides to Aquatic Wildlife in Protected Sites.

Background to the specific work area relevant to this purchase

The Environmental Impacts, Chemicals Team, work area focusses upon assessing and reducing the impact of chemicals on England’s Nature Conservation Sites and protected species.

Ponds and wetlands represent an important ecological habitat for aquatic conservation. Direct loss of ponds and wetlands, as well as a decrease of habitat quality due to intensive agriculture and chemical use has impacted the asset these habitats represent. Protected aquatic habitats managed by Natural England and NGOs present a range of sites where there is high value in understanding the impacts and effects of these chemicals so to allow effective conservation. Many wetlands have wastewater treatment site inputs and so are exposed to pesticides and veterinary medicines via agricultural land drainage as well as domestic water inputs, a likely exposure route of key veterinary medicines such as flea and tick treatments.

This work will assess feasibility of proposed surveillance methodologies, rank pesticides and veterinary medicine actives in terms of likely impacts to allow prioritisation for analysis, present deliverable surveillance methods for quantifying those substances in the freshwater aquatic environment, assess the feasibility of eDNA biomonitoring to determine effects of chemical exposure and to determine suitable risk assessment methodologies to determine risk to sensitive species.

The output will be in the format of a report, deliverable within the financial year 25/26, milestones will be jointly determined.

Requirement

Report required to document feasibility and methodology to inform choices for delivery of the above proposal for surveillance of pesticides and veterinary medicines of highest concern in pond and aquatic environments.

* Identify key pesticides and veterinary medicines for monitoring, including if applicable relevant metabolites. Key reporting should be used, such as the PUS, the PLI, EA data (including PEWES), DEFRA publications and relevant published data such as ECOMIX, to identify most likely key drivers of sensitive species and biodiversity loss.
* Consider the likely relative impacts of the above chemicals in different freshwater habitats to allow targeted cost-effective analysis. Estuaries and coastal waters should also be considered.
* Propose suitable monitoring techniques to allow quantification of exposure to the identified chemicals in each habitat and so associated risk (see below). Methodological detail should be provided, for example, passive samplers specificity for the identified chemicals, or chemical groups, working duration of passive samplers (including costs), replacement requirements and analytical requirements (including approximate projected costs).  Critique passive versus spot sampling and if required present suitable spot sampling methodology.
* Critique suitability of existing risk assessment frameworks and propose suitable risk assessment methods for the reporting of exposure and risk in specified freshwater habitats. Most relevant species for risk assessment should also be considered, i.e. standardised species (pesticide risk assessment, NORMAN data base etc) verses data availability and applicability for protected/sensitive species or most representative species where data is available. Additive, synergistic and agonistic effects should be included where appropriate, e.g. effects of exposure to azole fungicides and insecticides.
* Propose how cost-effective biomonitoring can be used to demonstrate correlative effects at monitored sites. eDNA analysis methodology mirroring that used by NE and its partners for pond survey assessments and the tNCEA EES schemes should be considered for aquatic invertebrates and amphibians.
* Consider how these data should be reported for NE's purposes protecting sites and species, and feed into DEFRA Biodiversity, Pressures Team, chemical effects on species representative of biodiversity (D4) within the targeted habitats.
* Report of the work should be produced on an agreed NE template.
* Attendance of NE lead steering group, monthly, 45mins.

Required skills and Resource

* Experience of, and confidence in, compiling and synthesising large quantities of literature and data.
* Experience of clear and concise scientific report writing.
* Awareness of data quality assurance.
* A good understanding of agricultural and veterinary medicine chemicals, toxicology of, species sensitivities and read across between species, ecological impacts and environmental risk assessment, including regulatory risk assessment for pesticides and veterinary medicines.
* An understanding of weight of evidence approach to informing the regulatory assessment process for both pesticides and veterinary medicines.

Sustainability

Natural England protects and improves the environment and is committed to reducing the sustainability impacts of its activities directly and through its supply chains. We expect the Contractor to share this commitment and adopt a sound, proactive sustainable approach in keeping with the 25 yr environmental plan/our commitments compliant with all applicable legislation. This includes understanding and reducing direct and indirect sustainability impacts and realising opportunities, including but not restricted to; resilience to climate change, reducing greenhouse gas emissions, water use and quality, biosecurity, resource efficiency and waste, reducing the risk of pollution, biodiversity, modern slavery and equality, diversity & inclusion, negative community impacts.

As a delivery partner, the successful contractor is expected to pursue sustainability in their operations, thereby ensuring the Contracting Authority is not contracting with a supplier whose operational outputs run contrary to the Contracting Authority’s objectives. The successful contractor will need to approach the project with a focus on the entire life cycle of the project

Outputs and Contract Management

* The Contractor shall nominate a project manager, who will be responsible for ensuring the project is completed satisfactorily and who shall be the main contact point for NE.
* NE will require monthly steering group meeting which updates on the progress of this work. This can be verbal or more formal.
* The Contractor will follow advice and guidance and set out by the steering group.
* The Contractor will need to seek permissions from NE before producing any publication relating to this project.
* The Contractor will need to supply a project plan, identify key milestones, delivery dates and times when NE input is to be required.

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| --- | --- | --- | --- |
| Reference | Deliverable | Responsible Party | Date of completion |
| WP1 | Project plan | Project manager | Nov25 |
| WP2 | Draft report | Project manager | Jan26 |
| WP3 | Final report | Project manager | Mar26 |

**Appendix 3: Charges**

**Appendix 4: Processing Personal Data**

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| **[XXXX]** |
| **Contract:** |
| **Date:** | **[XXXX]** |
| **Description of authorised processing** | **Details** |
| Identity of Controller and Processor for each category of Personal Data |  |
| Subject matter of the processing |  |
| Duration of the processing |  |
| Nature and purposes of the processing |  |
| Type of Personal Data |  |
| Categories of Data Subject |  |
| Plan for return and destruction of the data once the processing is complete UNLESS requirement under law to preserve that type of data |  |
| Locations at which the Contractor and/or its subcontractors process Personal Data under this Agreement |  |
| Protective Measures that the Contractor and, where applicable, its subcontractors have implemented to protect Personal Data processed under this Agreement against a breach of security (insofar as that breach of security relates to data) or a Personal Data Breach |  |