

24<sup>th</sup> November 2022

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## **INVITATION TO TENDER FOR THE CO-ORDINATION OF SOIL SAMPLING, ANALYSIS AND PRESENTATION OF DATA FOR ALL NINE OF SCOTLAND'S MONITOR FARMS**

### **Background**

The Monitor Farm Scotland Programme is managed by Quality Meat Scotland with support from AHDB and funded by Scottish Government's Knowledge Transfer and Innovation Fund. The aim of the four and a half year programme is to instigate positive transformational change in innovative sustainable farming practices on nine farms across Scotland and to use the learnings from these farms for the benefit of farmers across Scotland. Our aim will be achieved through assisting to build resilient, dynamic farms focused on attaining full economic, social, and environmental sustainability. The methods used and results achieved will be developed using the data gathered from the 100+ farming businesses participating in the programme and will help create outputs in greater detail and at a larger scale than any Scottish knowledge transfer programme has ever achieved.

A focus of each Monitor Farm in its first year is the benchmarking of the business, to include soil sampling and analysis of key fields.

### **Key objectives**

The Monitor Farm Scotland Programme seeks a contractor to co-ordinate and deliver the soil sampling, soil analysis and presentation of analysis data in exchangeable file form and as individual reports across nine Monitor Farms.

### **Scope of Services**

The MF Programme will contract soil sampling up to a value of approximately £2500 per farm. The Monitor Farms are clustered in three broad areas; Central & West (with one island), Highlands & North East and South & South East of Scotland.

Eight of the nine farms hold livestock on mixed units, one is wholly arable.

Sampling and analysis are not restricted to Region 1 land only.

### **BORN & REARED IN SCOTLAND**

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The approximate area of productive land for each holding is listed below:

Farm	Region	Cereals ac	Other Crops ac	Intensive grassland ac	Semi-permanent grassland ac
A	Central & West	20	10	50	100
B	Central & West	85	15	300	100
C	Central & West	20	15	100	100
D	H & North East	120	60	370	60
E	H & North East	50	10	180	120
F	H & North East	15	10	105	100
G	South & S East	118	30	15	15
H	South & S East	110	35	0	0
I	South & S East	20	20	150	200
	<b>Total</b>	<b>558</b>	<b>205</b>	<b>1270</b>	<b>795</b>

The soil analysis results will inform each farm's Integrated Land Management Plan.

#### Target audience

- Monitor Farmers and their Management Groups
- ILMP Contractor

#### Award Criteria

The contract will be awarded to the consultancy best able to provide:

1. A written introduction demonstrating understanding of the contract
2. A description of their sampling protocol and reason for this approach (e.g. number of samples per ha)
3. a recommendation for the optimal analyses for each farm (e.g. a basic pH, P,K and Soil Carbon or more detailed)
4. the estimated number of samples to be collected per farm and in total
5. confirmation that GPS variable rate spreading files will be provided for each farm
6. confirmation that samples will be analysed at an accredited Scottish laboratory
7. a description of the required resources and their availability (e.g. equipment, trained employees)
8. a project plan for carrying out the sampling, analysis, data submission and report completion and submission, within the contract timescale
9. an example of a soil report from the company
10. a clear statement of expected costs up to the available maximum

**Table 1: Technical Award Criteria and Weighting**

**Essential Selection Criteria -Technical**

- Previous relevant experience in soil sampling with analyses, report writing and sharing relevant data files
- An Equal Opportunities statement must be presented
- A Health and Safety protocol for the soil sampling work must accompany the tender
- Sustainability considerations and mitigation where relevant must be supplied

**Contract Outputs**

- The number of samples stated in your Tender document
- Soil analysis for each sample as proposed, from an accredited Scottish institute
- pH, soil carbon and nutrient variability displayed on field maps
- Variable rate spreading files in a format suitable for contractor or farmer use
- Individual farm soil reports

**QMS Responsibilities**

- Coordination between contractor and farmers where required

**Budget**

The available budget is up to £2500 per farm, across the nine Monitor Farms. You should demonstrate your estimated costs and outputs for all aspects of the delivery of this contract by completing the table in the attached Schedule 2 document.

**Quotation**

A fully costed quotation to deliver the above should be included in the tender. Written quotations in pounds Sterling and excluding VAT must be received by QMS no later than 5pm on 15<sup>th</sup> December 2022.

The quotation will be evaluated using the following criteria and weightings (see proforma for more info):

Evaluation Criteria	Weighting
Quality (technical)	90%
Price (commercial)	10%

**QMS Contacts:**

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**Pro Forma:**

	£	No. of Days	Comments
Sample Rate per farm			
Sample analysis			
Reporting			
<b>TOTAL QUOTATION</b>			
VAT Registered Yes/No, if yes please detail			
VAT registrations number			

Key Competencies (criterion)	Comments
1. A written introduction demonstrating understanding of the contract	
2. description of their sampling protocol and reason for this approach (e.g. number of samples per ha)	
3. recommendation for the optimal analyses for each farm (e.g. a basic pH, P,K and Soil Carbon or more detailed)	
4. The estimated number of samples to be collected per farm and in total	
5. confirmation that GPS variable rate spreading files will be provided for each farm	
6. confirmation that samples will be analysed at an accredited Scottish laboratory	
7. a description of the required resources and their availability (e.g. equipment, trained employees)	
8. a project plan for carrying out the sampling, analysis, data submission and report completion and submission, within the contract timescale	
9. an example of a soil report from the company	

### Evaluation criteria

QMS evaluate quotations against qualitative criteria as well as quantitative. The successful bid will be one which scores highest overall against both Price and Quality, as detailed below.

Criterion	Weighting
<b>Price</b>	<b>10%</b>
<b>Daily Rate excluding VAT</b>	
<b>Quality</b>	<b>90%</b>
<b>Experience</b> Please submit details of your relevant knowledge, skills and experience, detailing how these will be applied to successful delivery. Please enclose a CV.	
<b>Essential</b> <ol style="list-style-type: none"> <li>1. A written introduction demonstrating understanding of the contract</li> <li>2. A description of their sampling protocol and reason for this approach (e.g. number of samples per ha)</li> <li>3. a recommendation for the optimal analyses for each farm (e.g. a basic pH, P,K and Soil Carbon or more detailed)</li> <li>4. the estimated number of samples to be collected per farm and in total</li> <li>5. confirmation that GPS variable rate spreading files will be provided for each farm</li> <li>6. confirmation that samples will be analysed at an accredited Scottish laboratory</li> <li>7. a description of the required resources and their availability (e.g. equipment, trained employees)</li> <li>8. a project plan for carrying out the sampling, analysis, data submission and report completion and submission, within the contract timescale</li> <li>9. an example of a soil report from the company</li> </ol>	
<b>TOTAL</b>	<b>100%</b>