



National Farmers' Federation Request for Quotation (RFQ)

ON-FARM FINANCIAL RISK MANAGEMENT PROJECT: SUB-PROJECT 7 – PROJECT COORDINATION, DATA COLLECTION, SUMMARY AND RECOMMENDATIONS AND COMMUNICATION

As part of the National Farmers' Federation (NFF) On-farm Financial Risk Management Project, this Request for Quotation (RFQ) is seeking services that:

- provide overall Project coordination;
- provide data collection coordination;
- provide farmer reference group coordination;
- draft the report summary and recommendations; and,
- devise a communications strategy for promoting the Project's final report findings and recommendations.

The aim of this sub-project is to:

- provide overall coordination of the total Project, involving 6 other sub-project teams;
- coordinate data collection for all sub-project teams;
- assist sub-project teams with engaging and managing farmer reference groups;
- be responsible for drafting the final summary report and recommendations; and,
- devise a communications strategy for publicising and promoting the final report and its recommendations.

Individuals or organisations making a submission are required to have strong project and team management, high level drafting, advanced data collection, and strong communications skills and experience. They are also required to have an understanding of the Australian agriculture sector.

Background

On 18 July 2019, the NSW Government announced it would allocate funds to work with the National Farmers Federation and identify potential models that could be used to protect farmers against income loss in future droughts or even natural disasters.

The Project is focused on the following 7 sub-projects:

Sub-Project 1: Commercial and Government-subsidised insurance options.

Sub-Project 2: Forward contracts, futures, options and swap markets and associated product options.

Sub-Project 3: Mutuals and Co-operatives.

Sub-Project 4: Financial risk management options – awareness and education.



Sub-Project 5: Off-farm income and assets.

Sub-Project 6: Other government risk management measures including tax, and cyclical income based stabilisers.

Sub-Project 7: Overall Project coordination, data collection, report summary and recommendations, and communications.

This RFQ is for Sub-Project 7 but respondents may submit quotes for more than one project.

Sub-Project requirements

Respondents must include in their quotation:

- 1) Evidence that they have the relevant expertise to carry out the project;
- 2) Evidence of previous comparable project experience;
- 3) A statement regarding their ability to complete the project in the designated time, including relevant resourcing;
- 4) An outline of their strategic approach to completing the project;
- 5) A description of how they will convene and maximise engagement with farmer reference groups;
- 6) A description of how they will source information and data for the project; and
- 7) A proposed budget.

Sub-Project deliverables

The project has four deliverables:

The first deliverable is to coordinate the collection of data to support the other 6 sub-projects.

The second deliverable is to provide the NFF with a final report that:

- a) Is a summary compilation of the other 6 sub-projects that are part of the overall Project; and
- b) Includes recommendations, taken from the other 6 sub-project reports, to government, farmers, agriculture industry bodies, and commercial groups for initiatives to improve and expand farm financial risk management products and measures in Australia.

The third deliverable is to:

- a) assist the 6 sub-project teams with engaging and managing farmer reference groups; and
- b) engage with **farmer reference groups** to test the consolidated recommendations derived from the other 6 sub-projects.



The fourth deliverable is to devise a communications strategy for publicising the report findings and recommendations.

Timeline

Date	Activity
19 February 2020	RFQ applications open
18 March 2020	RFQ applications close
1 April 2020	Expected execution of contract or issue of agreement
30 October 2020	Expected project completion date

The NFF believes that the project should be completed within seven (7) months. If a longer timeframe is required, the Tenderer should explain why that is the case.

Terms and conditions

By submitting an application, respondents acknowledge that they are willing to accept the terms and conditions set out in the service contract.

The Respondent agrees that the NFF may accept or decline to accept the Respondent's Quotation in its discretion. No commitments or contract exists until a contract in the form of the Provider Agreement is executed by both parties. The Respondent agrees that the NFF is not required to enter into any contract in connection with the RFQ.

The Respondent agrees that participation in any stage of the RFQ process is at the Respondent's sole risk and cost.

Acceptance of a Quotation will occur only when an Agreement is issued or a contract is executed.

The NFF, at its discretion, may discontinue this RFQ, decline to accept any Quotation, decline to issue any contract or satisfy it requirement separately from this RFQ process.

How to make a submission

Responses to the RFQ are to be submitted via email to:

NFF Staff Name: Prudence Gordon

NFF Staff Title: General Manager, Trade and Economics

NFF Staff Email: pgordon@nff.org.au

Submissions close Midnight (AEDT) 18 March 2020.



Contact

If you have any questions about the RFQ process or requirements, please contact:

Prudence Gordon
General Manager, Trade and Economics
Ph: 02 6269 5666
Email: pgordon@nff.org.au