# INVITATION TO TENDER

**FISHERIES SCIENCE PARTNERSHIP: FSP (2016-17) (52 )**

**REDUCE WHITING BY-CATCH IN THE SW OTTER TRAWL SQUID AND CUTTLEFISH FISHERIES**

# INTRODUCTION

A Fishery Science Partnership (FSP) involving the fishing industry, Defra and Cefas scientists was established in 2003. Defra has confirmed the continued funding of the Fisheries Science Partnership programme for a further year in 2016/17.

The objectives of the programme are: -

To build relationships between UK fishermen and scientists and to involve fishermen in the co-commissioning of science.

To achieve these objectives, the programme will: -

(a) provide data obtained from commercial fishing catches on key stocks to supplement data sources traditionally used in ICES assessments;

(b) investigate concerns raised by fishermen on scientific assessments or on stocks not currently assessed;

(c) investigate innovative scientific methods and or more selective / environmentally friendly fishing methods; and,

(d) support the work of Regional Advisory Councils.

# BACKGROUND TO THIS PROJECT

The primary objective of this project will be to develop trawl modifications that reduce unwanted whiting catches while maintaining catches of commercial squid and cuttlefish in the SW otter trawl fishery. Whiting is recognised as the most likely choke species for vessels operating from some SW ports including Plymouth, Brixham and Looe. Vessels working from these ports target non-quota species, mainly lemon sole, squid and cuttlefish, and have a bycatch of whiting, for which quota can be limiting.

The information would be used to inform fishers on the potential to reduce unwanted catches of quota species during the implementation of the discard ban and inform managers, particularly when drafting Discard Plans, of the ability of fishers to adapt to the Landing Obligation (LO). Ideally, the trials will demonstrate that unwanted catches can be successfully avoided without losing catches of other commercially important species, otherwise the data could also be used to support *de minimis* exemption on the basis that selectivity cannot be improved without unacceptable losses of commercial catches. The Commission has asked for further supporting evidence relating to an existing *de minimis* exemption for whiting for this area.

Recent FSP projects have successfully investigated fishing gear modifications to reduce unwanted haddock catches. Some of these modifications may also be suitable to reduce whiting catches however, the main challenge will be to avoid catching unwanted whiting while maintaining catches of squid because these species are thought to demonstrate similar behaviour during the capture process and rise to the top of the trawl.

The trials will take place between August 2016 and November 2016. The expected work will involve 10 to 15 days of fishing under charter.

This tender is seeking a 10 – 15m trawler with skipper who can demonstrate extensive knowledge and experience of the SW fishery in the Lyme Bay area.

# WHAT IS REQUIRED

The FSP is seeking to use a 10 – 15m vessel, including all management, crew, victuals, fuel, and other activities necessary to collect fisheries data in the manner defined below.

1. The vessel and access to it must be as specified in Appendix A, A.1.
2. Fishing gear and its operation must be as specified in Appendix A, A.2.
3. Fishing operations will be in an area as specified in Appendix A, A.3.
4. Fishing operations must take place in accordance with the specification in Appendix A, A.4.
5. The Skipper must be named, must have experience of working the defined fishing gear in the defined area and must demonstrate they have landed sole and plaice, with the specified fishing gear, from the area during the months specified in Appendix A, A.5.
6. The vessel must satisfy working environment and safety standards given in Appendix A, A.6.
7. The Skipper is required to participate in meetings prior to sailing and agree a detailed operational plan as given in Appendix A, A.7. The tender price should include the cost of these meetings.
8. The Skipper will review and provide comments on the scientific report produced by Cefas within two weeks of receipt of the report as specified in Appendix A, A.8. The draft of the scientific report will be produced within about eight to ten weeks of completion of the data collection activity.

In tendering, please confirm that you have the authority to enter into a contract for this tender.

# OTHER CONSIDERATIONS

The Minister reserves the right to choose those individuals that he considers to be fit and proper persons for participation in the scheme. The Minister requires tenderers to provide any information they consider relevant to his decision. Examples of information that may be contained in such a statement are details as to whether or not the applicant has outstanding County Court judgments against him, or whether the applicant has been declared a bankrupt within the past 12 months, or whether he has complied with fisheries legislation in the past 12 months. In making his decision as whether tenderers are fit and proper persons for participation in the scheme, the Minister will consider all relevant information available to him.

*If there are no such considerations to be taken into account please state so*.

# PRICE

In the tender, the tenderer must provide a single, all-inclusive fixed price for the provision of all the data collection activities above, including the supply and repair of nets and gear, crew, fuel, and any additional insurance. **The price must include a breakdown of VAT.**

# SPECIAL PROVISIONS RELATING TO FISHING OFF-QUOTA

A dispensation will be sought by Cefas from the requirements to count landings against quota for this project. If a dispensation is obtained, all fish at or above the legal marketable size can be landed and sold by the vessel’s owner. The vessel’s owner will retain the income from selling the fish. This income should be taken into account when pricing the tender, bearing in mind that tow durations will initially be short.

As stipulated in Appendix A, A.4.5 the only fishing permitted under these conditions is that required for the study and agreed in the Detailed Operations Plan. No other commercial fishing is permitted. Further, trips for scientific purposes do not count against a vessel's days at sea allocation in any of the recovery areas. Tenderers should allow for the geographic spread of fishing activities indicated in Appendix A, A.3 when anticipating the potential income from the catch, as well as the fuel cost involved with covering the area.

Paragraph 2 of Article 2 of EC Regulation 57/2011 requires that all catches from scientific investigations under derogations, such as the FSP, shall be recorded and reported. Consequently skippers will be asked to return a copy of the landings declaration, or a similar report, of landings by species by TAC area.

**Whilst dispensations cannot be guaranteed (even if they have been given in previous years for similar work), it is considered very unlikely that dispensations will not be granted for this project. However, in this event, the special provisions set out in this section will not apply. Tenderers must declare in the tender whether they wish to tender in such circumstances and, if so, provide an alternative tender price for no dispensation.**

# SUBMISSION OF THE TENDER

Appendix B provides a template, which can be used to tender for the above work. It is not obligatory to use this template but all requirements of Appendix A must be covered in the tender submission, along with a statement of financial standing to support the "other considerations".

Failure to provide the requested information may result in disqualification of the tender.

Two copies of the tender must be submitted to:

Mr M. Fox

The FSP Contract Office

The Centre for Environment, Fisheries & Aquaculture Science

Lowestoft Laboratory

Pakefield Road

Lowestoft, Suffolk NR33 0HT UK

The tender should be returned in a stamped envelope using the tender return label if you have been sent one. To ensure confidentiality of the tenders the envelope must not bear any details indicating the name of the sender but must show on the outside a project reference such as **FSP (2016-17) (52) REDUCE WHITING BY-CATCH IN THE SW OTTER TRAWL SQUID AND CUTTLEFISH FISHERIES**

# QUERIES ABOUT THE TENDER

Clarification of the tender requirements can be given. Please contact the FSP Contract Manager on 01502 527798 or at the following email address, fsp@cefas.co.uk Please be aware that we will make clarification questions and answers available to all bidders.

# TIMETABLE

Tenders must be delivered to Cefas by **17:00hrs Friday10th June 2016**. Late submissions will only be considered if the tender envelope is post marked before this date.

Tenderers will be informed of the results as soon as possible.

# EVALUATION OF THE TENDER

All criteria at 1-8 of “What is Required” and Appendix A must be satisfied. The tender seeks to ensure delivery of the agreed science at an affordable price thus providing good value for money. The tender which meets the above criteria, and offers best value for money taking into account delivery and affordability will be selected. There is no appeals procedure for the selection process and the decision of the FSP Evaluation panel is final.

Vessels will be subject to inspection prior to award of contract.

Defra reserves the right to not fund any project or award any contract.

# CONTRACT AWARD

The preferred tenderer will be invited to contract for the specified services. A draft contract is available for downloading from the GOV.UK FSP website or alternatively a copy can be sent by post on request.

If the preferred tenderer fails to agree the Contract within a reasonable period then the next preferred tenderer may be approached or Defra may decide not to continue with the project.

SPECIAL PROVISIONS RELATING TO THE SAFETY OF TAKING SCIENTISTS TO SEA

The tender evaluation and contract award procedure will seek to ensure that the vessel and crew can ensure the safety of Cefas staff, and, accordingly, a vessel survey may be made prior to contract award and at any time thereafter. There may be a delay between contract award and the actual fishing activity, and Cefas staff will be under instructions to ensure that all standard safety items and procedures are adequate before each sailing. It is a requirement of the MCA for the skipper to give an explanation to Cefas scientists of the vessel risk assessment and health and safety regime, including the stowage and use of Life saving appliances, the procedures in an emergency and escape routes before embarking on the voyage, this requirement will be made clear when discussing the Detailed Operations Plan. Safety Drills shall also be carried out prior to departure. If safety items and procedures are not as specified in the contract documents at the time of sailing, then the scientists will not sail and the Contractor will be deemed to be in breach of the Contract.

If the vessel is not fishing commercially during the period of the contract, in accordance with the Marine and Coastguard Agency, Guidance for the Survey and Inspection of Fishing Vessels, Chapter 1 Annex 14 , the names of the "scientists" should be added to "list of crew" for fishing vessels of 40 feet (12.2 metres) and over but less than 80 feet (24.4 metres) in length and should be added to the list of "Exempt Crew", form ALC(FSG)1(b) for fishing vessels of 80 feet (24 metres) and over in length. Vessels fishing commercially shall still comply with the relevant regulations for their size of vessel.

All operations for this contract need to be compliant with the obligations set out in MCA guidance MSIS 27 Chapter 1 Annex 14 or 15.

**OBSERVER’S CHARTER**

To assist data collection operations at sea, in 2012 Cefas introduced the “Working Hours and safety at Sea” document. This sets out the provisions and requirements for Cefas Scientists working as on-board observers. This document will form part of the Detailed Operations plan and will be agreed between Cefas and the Skipper if relevant to the contracted days at sea operations.

APPENDIX A

# DETAILED SPECIFICATIONS

# A.1 VESSEL SPECIFICATION & ACCESS

The vessel must be an inshore fishing trawler with a length of 10 to 15m (L) capable of (a) deploying a twin-rig **or** (b) carrying two trawls (a standard trawl and a modified trawl) and deploying them alternately.

The vessel should be capable of accommodating up to 2 scientists and their gear.

Embarkation and disembarkation should be at a port giving appropriate access to the fishing grounds.

The tender must state the name, type and size of vessel.

The tender must state that the vessel is fitted with the defined fishing gear and capable of remaining at sea for a continuous daily period of 18 hours.

The tender must state the port, or ports, they would suggest for embarkation and disembarkation.

# A.2 FISHING GEAR

The fishing gear to be used will consist of 2 demersal trawls identical in size, design, and construction typical of those used in the Lyme Bay fishery for squid These should be supplied by the vessel operator in good serviceable condition, and made available for inspection at the start of the Project.

One of these trawls will be modified as determined by the Project to best minimise the by-catch of whiting. The costs of modifying and re-instating the trawl at the end of the Project will be met by the Project.

The tender must state the make, design, and size of trawl which will be used.

The tender must supply a net plan of the trawl including details of meshes, mesh size, cutting rates, and dimensions. Measurements or estimates of headline height and cover would be appreciated.

# A.3 AREA OF OPERATION

Fishing operations are to be carried out in and around the vicinity of Lyme Bay.

### A.4 FISHING OPERATIONS

Fishing operations must take place in accordance with the following:

**A.4.1 Period of project:** The data collection activity shall be conducted during the months of August to November 2016. Details will be agreed in the Detailed Operations Plan of A.7.

**A.4.2 Duration of project:** The vessel will be used for a maximum of 15 days at sea. Days at sea will be subject to weather conditions and vessel availability. The figure of 15 days fishing does not include an allowance for days lost to bad weather. In the event that day(s) at sea are lost through adverse weather conditions, the lost day(s) must be rescheduled for the earliest opportunity. Details will be agreed in the Detailed Operations Plan at A.7.

It is expected that the 15 days will include the time needed for daily embarkation / disembarkation and to steam to locations in order to collect data throughout the designated area.

#### A.4.3 Fishing Activities: Normal commercial fishing patterns will be generally followed through the data collection activity. However, some minor deviations to these patterns might be required, in order to accommodate additional scientific activities on board. The proposed operational activity per day will be specified and agreed in the Detailed Operations Plan.

##### A.4.4 Sorting the Catch*:* The crew will be required to assist in sorting the catch as required by the Project and preparing any fish for sale.

**A.4.5 Commercial Fishing:** No commercial fishing in addition to that specified in the Detailed Operations Plan will be allowed at any time during the period of the data collection activity.

The tender must confirm that the vessel, Skipper and crew will be available for the data collection activity for the requisite number of days over the period specified.

The tender must confirm that the required fishing and sampling activities will be undertaken.

The tender must confirm that the crew will be available to sort the catch as required by the scientist and prepare the catch for biological sampling as described.

The tender must confirm that no additional commercial fishing will be undertaken.

# A.5 EXPERIENCE

The Skipper must be named and have experience of working the defined fishing gear in the defined area, and must demonstrate that they have had commercial landings from the area during 2015 and/or 2016. Tenderers are encouraged to describe fully the Skipper’s relevant experience. This will be a significant part of the tender evaluation.

The tender must detail the experience and catch record of the skipper as required above.

# A.6 WORKING ENVIRONMENT AND SAFETY STANDARDS

**A.6.1 Working Environment & Victualling:**

The vessel shall provide a safe working deck area, which will be uncluttered, well lit under all sea conditions so as to accommodate the scientist's equipment.

The tender must describe how the working environment above is met, and describe the size and character of the scientist’s working area on deck.

The vessel shall provide either bottled water or tank supplied potable drinking water.

The tender must confirm that such water will be provided and state what food preparation facilities are on board e.g. kettle, microwave, gas hob etc.

**A.6.2 Safety Standards:** (These are the normal standards required for fishing vessel operations)

1. i) The vessel must have and supply a copy of a valid Marine & Coastguard Agency Fishing Vessel Decal certificate issued by an appointed MCA surveyor after inspection to ascertain the vessels general seaworthiness and compliance with The Small Fishing Vessels Code of Practice for Fishing Vessels under 15 metres LOA, MSN 1813 and with The Code of Safe Working Practice for 15m (LOA) to less than 24m (L) Fishing Vessels.

ii) If a mid-term inspection has been carried out by the MCA a copy of the report must be supplied.

iii) A copy of the declaration for annual self-certification under The Code of Safe Working Practice (Annex 2) must be sent with the tender.

1. All vessels must have adequate marine insurance cover for the size of vessel and personnel on board.

The tender must supply a copy of the insurance cover for the vessel and personnel on board including Cefas staff. (You may wish to detail your P&I and personnel insurance and financial limits on each)

c) All vessels must comply with the National levels of certification

applicable to the area of operation and size of the vessel in respect of

Deck officers and engineers.

d) All vessels must comply with the applicable code on safety equipment such as: Lifejackets, Distress Rockets & flares, Radio Equipment and First Aid consumables.

In addition, the vessel must have a liferaft which is adequate for the number of crew and Cefas personnel.

The tender must confirm that the number of working lifejackets are adequate to cover both the ship’s personnel and Cefas personnel.

The tender must confirm that a liferaft will be carried.

e) All crew on all vessels must have completed the Four x one-day mandatory safety courses - Sea survival, First aid, Firefighting & Safety awareness.

The tender must confirm that all crew will have these certificates and they will be produced at the first detailed meeting and prior to sailing.

f) All vessels must comply with the Marine & Coastguard Agency safe manning levels in accordance with size of vessel and area of operation.

g) The MCA advises that it is good practice for vessels to have a written risk assessment.

The tender must confirm whether or not they have a risk assessment and supply a copy of the risk assessment if they have one.

h) Prior to contract award an inspection of the vessels’ lifesaving

equipment will be carried out by a qualified surveyor.

The tender must confirm the vessel will be made available for an inspection on the vessel’s lifesaving equipment.

In addition to the standards given above, Cefas also requires that:

i)The tender must confirm that there is a prohibition on the carriage of illegal drugs and alcohol.

Tendering vessels should ensure that they fully meet the requirements of the relevant code.

**A.6.4 Vessel Safety Information Card (VSIC)**

As part of the vessel safety assessment, all Tenderers are required to complete Parts 2, 3, 4, and 5 of the Cefas Vessel Safety Information Card (the VSIC can be obtained with the package of ITT documents) and submit along with all the other requested tender documentation. In addition a completed electronic copy sent to [fsp@cefas.co.uk](mailto:fsp@cefas.co.uk) would assist the vessel safety evaluation process though this is not mandatory.

No project activity will take place by the named vessel in the tenders bid that does not have an approved Vessel Safety Card.

# A.7 DETAILED OPERATIONS PLAN

The Skipper is required to be available for a one-day meeting at least a week before commencement of the data collection activity. This will involve Cefas informing the Skipper of the project objectives, and the joint development of details and structure of the Operations Plan. As much of the detail as possible will be agreed at this meeting. A further meeting may be needed to finalise a Detailed Operations Plan which will be required to be agreed before the date of sailing.

The fishing vessel should be in port at the time and location of the meeting and available for inspection.

The Skipper should allow one day for a meeting immediately before sailing.

The tender must confirm the Skipper’s and vessel’s availability for such meetings.

###### A.8 REVIEW OF PROJECT REPORT

The Skipper will review and provide comments on the scientific report produced by Cefas within two weeks of receipt of the report.

The tender must confirm the Skipper’s intent to either comment on or attend a joint meeting to review the report and results.

**A.9 PAYMENT ARRANGEMENTS**

Payment will be made in two parts (on receipt of invoices to be submitted by the Contractor):

95% of the total agreed price (including VAT) will be paid on completion of the vessel hire and submission of landings / sales notes to Cefas (if applicable to the FSP project).

The balance 5% of the total agreed price (including VAT) will be paid following written comments from the skipper for inclusion in the scientific report as per the requirement stated in the project Invitation to Tender.

**Annex 1: Map of study area between Start Point and Weymouth**

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**APPENDIX B: TEMPLATE**

***(PLEASE USE THIS TEMPLATE IF YOU WISH – IT IS NOT OBLIGATORY BUT YOU MUST PROVIDE SIMILAR MATERIAL IN YOUR SUBMISSION)***

# SUBMISSION OF TENDER

# TITLE OF TENDER

FISHERIES SCIENCE PARTNERSHIP: FSP (2016-17) (52) **REDUCE WHITING BY-CATCH IN THE SW OTTER TRAWL SQUID AND CUTTLEFISH FISHERY**

# NAME OF TENDERER (In capitals)

Name:

###### AUTHORITY TO SUBMIT THE TENDER

I confirm I have the authority to submit this tender

# ADDRESS & CONTACT DETAILS (in capitals)

Address for contacting over this tender:

Daytime phone numbers and mobile number:

Email address:

# VESSEL NAME & SKIPPER

Vessel Name:

Vessel Registration Number:

Skipper:

I acknowledge that any change of Skipper has to be of one with qualifying experience of the fishery, and the name of any replacement and his experience notified immediately.

###### OTHER CONSIDERATIONS

It is up to you (the tenderer) to include any information, which you think is relevant under "Other Considerations" at the beginning of the Tender. In particular you should record details of any outstanding court judgements, whether or not you have been declared bankrupt within the last 12 months, compliance with fisheries legislation in the past 12 months and any factors relating to these matters.(If there are no considerations state : NO OTHER CONSIDERATIONS)

# AWARD CRITERIA

# Vessel Specification

I confirm the vessel or vessels are registered fishing vessels, for whitefish trawling, of [ ] metres length and [ ] HP engine power.

{If you have any other material about the vessel you wish to provide then please enclose them, it is often helpful}.

The suggested port for embarkation is [ ] and disembarkation is [ ].

# Fishing Gear

I confirm that a matching pair of standard / modified trawls of the type described at Appendix A A.2 will be available for use in the project.

I enclose details of the type of gear used including dimensions.

# Availability of the vessel

I confirm that the FV [ ] will be available for a maximum of 15 days during August to November inclusive in 2016. This does not include an allowance for bad weather*.*

I confirm that the vessel, Skipper and crew will be available for the data collection activities for the requisite number of days over the period specified.

I confirm that the required fishing and sampling activities agreed in the Detailed Operations Plan will be undertaken.

I confirm that the required fishing will be undertaken throughout the specified area.

I confirm that the crew will be available to sort the catch as required by the scientist and prepare the catch as described.

I confirm that no additional commercial fishing will be undertaken.

My preferred dates for the project are [ ] to [ ], (e.g. 7 – 25 September 2016).

Experience and Track Record of Fishing in the Area Defined

I enclose details of the Skipper and crew’s experience of operating the defined fishing gear in the area specified. (N.B this may be a significant part of the evaluation of the tender).

I enclose evidence to support claims of commercial landings from the vessel for either 2015 and/or 2016 with the defined gear. {This could include copies of log-book records and some landings declarations or sales records}.

# Working Environment

I confirm the vessel shall provide a safe working deck area, which will be uncluttered and well-lit under all sea conditions so as to accommodate the scientist’s equipment.

I enclose details of the working deck area, including size.

**Victualling**

I confirm that such food and water as specified in A6.1 will be provided.

# Safety

1. i) I confirm that a current and valid Marine and Coastguard Agency Fishing Vessel Decal Certificate is held for the vessel FV[ ], a copy of which is enclosed for inspection.

ii) If a mid-term inspection has been carried out by the MCA then confirm this and supply a copy of the report or endorsed MCA certificate.

* 1. I enclose a completed and signed copy of the declaration of annual self-certification.

b) I enclose evidence of adequate insurance cover for the vessel and for personnel on board including Cefas staff. You may wish to detail your P&I and personnel insurance and the limits of financial liability on each.

1. I confirm the vessel complies with the national level of certification applicable to the area of operation and size of vessel in respect of deck officers and engineers.
2. I confirm the vessel complies with the applicable code on safety equipment such as: Lifejackets, Distress Rockets and Flares, Radio Equipment and first aid consumables. Confirmation is required in writing that the lifejackets are adequate to cover the number of ships personnel, including the Cefas scientists.

I also confirm in writing that the vessel will carry a liferaft which is adequate to cover the number of ships personnel and the Cefas scientist.

1. I confirm that all crew have completed four 1 x sea survival, first aid, firefighting and safety awareness safety courses and their certificates will be available for inspection as specified in Appendix A.6.2.
2. Explain how you comply with the MCA safe manning levels.
3. The vessel does/does not have a risk assessment. A copy of which is/is not enclosed for inspection, **[delete as appropriate].**
4. I confirm the vessel will be available for a safety inspection by a qualified surveyor if requested.
5. I confirm there will be no carriage of illegal drugs or alcohol on the vessel. Please state how this will be enforced.

**Vessel Information Safety Card**

I enclose a completed VISC for the named vessel as specified in this tender. In addition a completed electronic copy sent to [fsp@cefas.co.uk](mailto:fsp@cefas.co.uk) would assist the vessel safety evaluation process though this is not mandatory.

# Pre-Cruise Planning & Report

I can confirm that the Skipper will be able to meet prior to the exercise, when the vessel will also be available. Comments on the Cefas scientific report will be provided in a timely fashion.

# PRICE

I offer the above vessel and data collection activities for 15 days during the period August to November 2016:

Net cost: £

## VAT: £

**Total price including VAT: £**

Total price in words:

In the event that significantly more or less than the 15 seagoing days anticipated are required, please provide vessel daily rate. This daily rate will be used to calculate actual costs.

Net daily rate: £

## VAT: £

**Total daily rate including VAT: £**

**SIGNATURE: DATE:**

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**In the event that the special provisions relating to fishing-off quota and days at sea allocation are not granted I wish to offer an alternative price:**

Please state YES/NO

If yes, in the event that the special provisions relating to fishing-off quota and days at sea allocation are not granted I offer the above vessel and data collection activities for 15 days during the period August to November 2016:

Net cost: £

## VAT: £

**Total price including VAT: £**

Total price in words:

In the event that significantly more or less than the 15 seagoing days anticipated are required, please provide vessel daily rate. This daily rate will be used to calculate actual costs.

Net daily rate: £

## VAT: £

**Total daily rate including VAT: £**

**SIGNATURE: DATE:**