

REQUEST FOR QUOTE

BUILDING EMISSIONS KNOWLEDGE FOR THE SUGAR INDUSTRY – A GAP ANALYSIS

Closing Date: 9am AEST, 02/06/2025

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1. SRA BACKGROUND

Sugar Research Australia Limited (SRA) is the declared Sugarcane Industry Body under the *Primary Industries Levies and Charges Disbursement Act 2024* (Cth) and is responsible for the direct provision of Research and Development (R&D) activities, as well as the ongoing management and investment of funds for the benefit of the sugarcane industry and for the wider public good.

SRA is funded by industry levy payers, the Australian Government, Queensland Government, and other partners to achieve SRA's vision to be 'a trusted partner, shaping the future prosperity of the Australian sugarcane industry and regional communities through innovation and ingenuity'.

2. PROJECT BACKGROUND

SRA has secured investment under the Commonwealth's Carbon Farming Outreach Program to deliver: **Integrated Approaches to Building On-Farm Emissions Knowledge: Gap Analysis.**

This initiative supports RDCs to develop commodity-specific content for a national 'knowledge bank', accelerating the adoption of low-emissions practices across agriculture.

Given their strong connections with industry and role in driving best practice adoption, Rural Industries Research and Development Corporations (RDCs) were identified as ideally placed to lead this work.

The objective of this Activity is to determine:

- current gaps in publicly available and accessible commodity specific information relating to emissions reduction, emissions intensity and carbon sequestration;
- the most appropriate and functional commodity specific information formats and delivery channels, including potential structure of the proposed knowledge bank; and
- opportunities for horizontal collaboration with other RDCs and commodity groups and vertical collaboration with the broader supply chain to develop information that leverages existing Carbon Farming Outreach Program (CFOP) training.

The intended key outcomes are:

1. Identify gaps in publicly available emissions and carbon sequestration information at a commodity level.
2. Prioritise opportunities to address these gaps based on current research and stakeholder input.
3. Enable coordinated, cross-sector collaboration to ensure consistency and avoid duplication.

3. SCOPE OF WORK

This project will deliver a gap analysis to identify critical gaps in publicly available information on emissions reduction, emissions intensity, and carbon sequestration within the Australian sugarcane industry. A review of existing research, tools, and resources and consultation undertaken with stakeholders, including RDCs, supply chain representatives, and the Commonwealth.

The analysis will explore the most effective formats and delivery channels for disseminating sugarcane-specific information and potentially identify collaboration opportunities across commodities and the supply chain. A final recommendations report will outline and prioritise actions to address these gaps, (alignment with the proposed knowledge bank), and leverage existing Carbon Farming Outreach Program materials.

Potential range of topics for publicly available commodity information:

- understanding baseline emissions
- estimating emission reduction and carbon storage potential
- options to reduce emissions and improve emissions intensity
- carbon service provider engagement
- benefits and trade-offs
- nature positive considerations
- global trade and policy - including supply chain drivers for low emission products
- case studies with process/place-based content
- adaptation - relevant to mitigation
- energy transition / energy performance value proposition
- related data collection and management

4. PROJECT MILESTONES

SRA is inviting expressions of interest from suitably qualified and experienced consultants (or consultancy teams) to collaborate with SRA on delivering a gap analysis and facilitating broader industry consultation to inform the project.

These are the project milestones in the project scope outlined in the agreement between SRA and the Commonwealth (Department of Agriculture and Fisheries), with SRA taking the lead on some of the components, while also providing support and overseeing project management.

Activities	Responsible Lead
<p>1. Undertake a gap analysis to identify gaps in publicly available commodity specific information relating to emissions reduction and carbon sequestration. This analysis will:</p> <ul style="list-style-type: none"> a. include a comprehensive review of existing literature, data, and research, exploring material usage and grower engagement. b. consider the information availability and requirements for both sugar producers and sugar millers. 	Consultant
<p>2. Identify and prioritise opportunities to address gaps in commodity specific information, identified through the analysis above, based on latest research and stakeholder needs, leading to actionable insights and recommendations. The Grantee must ensure that;</p> <ul style="list-style-type: none"> a. stakeholder consultation (including through workshops, interviews, focus groups, and establishment of an Industry Working Group), is undertaken with Canegrowers, Australian Cane Farmers Association, Australian Sugar Milling Council, and other key industry stakeholders to validate and prioritise gaps identified. b. the Gap Analysis Report summarises gaps, opportunities and priorities, and actionable recommendations to address priority gaps identified. This will include a matrix comparing current information against stakeholder needs and categorised by topic (such as mitigation strategies and sequestration potential) and will evaluate material suitability for extension purposes. 	Consultant Support from SRA
<p>3. Be positioned to work collaboratively with the Department of Agriculture, Fisheries and Forestry (the department), Department of Climate Change, Energy, the Environment and Water (DCCEEW), other Research and Development Corporations (RDCs), and the broader supply chain to address information gaps, to ensure consistency across commodities and avoid duplication. In this respect the Grantee must ensure that:</p> <ul style="list-style-type: none"> a. the Gap Analysis Report details collaboration that has occurred in undertaking the gap analysis and outline opportunities for ongoing collaboration to address priority information gaps, ensure consistency across commodities and to avoid duplication. 	SRA (Consultant document collaboration in Gap Analysis Report)

4. Identify the most appropriate and functional formats and delivery channels for commodity specific information. The Grantee acknowledges that: a. the Gap Analysis Report must detail recommendations for information formats and delivery channels, incorporating considerations for both sugar producers and sugar millers.	Consultant
5. Deliver a detailed Gap Analysis Report to the satisfaction of the department that addresses items 1-4 and is presented in a format suitable for publication.	SRA

The process may include:

1. Industry Working Group: Engaging with the industry working group to consult throughout the project, validate the project findings, and assist in prioritising the project recommendations for the gaps.
2. Desktop Review: Conduct a comprehensive review of existing literature, data, and research, exploring material usage and grower engagement if feasible.
3. Stakeholder Consultation: Engage with CANEGROWERS, Australian Cane Farmers Association (ACFA), Australian Sugar Manufacturers (ASM), and other key industry stakeholders to validate gaps and gain insights.
4. Broader Consultation: Collaborate with RDCs, commodity groups, supply chain stakeholders, and government representatives (e.g. QDPI) to align and refine findings.
5. Gap Mapping and Assessment: Create a report and possible matrix comparing current information against stakeholder needs, categorised by topic (e.g., mitigation strategies, sequestration potential), and evaluate suitability of material for extension purposes.
6. Recommendations Report: Prepare a gap analysis report identifying available information, gaps (including content and format), and prioritising actions and recommendations to address these gaps.

4.1 PROJECT OUTPUTS

Gap Analysis Report

4.2 BUDGET

A maximum budget of \$100,000 (plus GST).

5. TIMEFRAMES

DATE	ACTION
20 May 2025	Call for EOIs by SRA.
2 June 2025	Closing date for submission of quote.
Week of 2 June 2025	Assessment
Week of 9 June 2025 (indicative)	Successful applicant notified and consultancy agreement finalised and signed.
31 December 2025	Final project final outputs delivered, reviewed, and updated.

5.1 RESOURCE ALLOCATION

SRA will provide project input and support, undertake project management, communications and reporting to the Commonwealth, and assistance in coordinating relevant sugar industry stakeholder input as required.

6. SUBMISSION REQUIREMENTS AND INFORMATION

6.1 PROPOSAL REQUIREMENTS

Expressions of Interest must address the following:

1 Methodology	Provide a detailed description of the proposed approach and methodology to be undertaken in addressing the project activities and requirements. Also include how the following would be undertaken: <ol style="list-style-type: none">1. Identify gaps in publicly available emissions and carbon sequestration information at a commodity level.2. Prioritise opportunities to address these gaps based on current research and stakeholder input.
2 Experience and qualifications	Provide details of the team (names, roles, qualifications, relevant experience, and knowledge) to be allocated to the project. Detail their FTE contribution to the project, and their input and roles to the delivery.

	<p>Along credentials and capabilities in undertaking gap analyses in agriculture, it is important that consultants have relevant credentials / experience in:</p> <ul style="list-style-type: none"> • Agricultural extension, and an understanding of emissions reduction, emissions intensity and carbon sequestration. <p>Proposals lacking demonstrated experience in these areas will not be considered competitive.</p>
3 Capacity and resources	Provide project management details to demonstrate capacity to commence and manage the project within the required timeframe.
4 Pricing	<p>Provide a costing and payment schedule.</p> <p>A detailed description of the basis for pricing must be included and justified. It must contain details for all team members and any external parties engaged.</p> <p>The SRA consultancy agreement will be a fixed price contract, with payments made on achievement of agreed milestones as per an agreed plan.</p>

6.2 CONFLICT OF INTEREST

Expressions of Interest are required to include details of any known or likely conflicts of interest. Your approach to the management, assessment, and disclosure of any known or likely conflicts of interest, and any conflicts of interest that may arise during the period of engagement should also be detailed in the EOI document.

The consultant must declare to SRA any matter or issue which may be perceived to be, or may lead to, a conflict of interest regarding their proposal or participation in the supply of the services.

6.3 PROFESSIONAL INDEMNITY AND PUBLIC LIABILITY INSURANCE

Details of professional indemnity and public liability insurance must be provided at commencement of services. The public liability and professional indemnity insurance cover must not have a limitation of cover of less than \$5 million (ex GST) per occurrence for the professional indemnity insurance and \$20 million (ex GST) per occurrence for public liability insurance.

6.4 SRA CONSULTANCY AGREEMENT

The successful party will be required to enter into a formal consultancy agreement with SRA. A copy of the SRA consultancy agreement is provided in Attachment 1.

6.5 CRITERIA FOR SELECTION

SRA will assess all submissions. All proposals will be reviewed for completeness and the extent to which they address the assessment criteria (below). Clarification of issues identified may or may not be undertaken. Non-conforming proposals or those containing insufficient information to properly assess their ability to satisfy the EOI will not be considered further.

The following assessment criteria will be used to evaluate submissions:

- A description of the methodology / proposed approach to undertake the project and the deliverables to address the project scope and requirements.
- Organisation capability and resources to deliver within the timeframe required.
- Demonstrated experience in conducting similar projects; completion on time including meeting milestones and deadlines; completion within agreed budget.
- Cost-effectiveness and value for money: the quote's price for the work, including overall fees, structure, and rates.
- The consultant being a legal entity with which SRA can contract. The request for quote submission must describe and provide evidence of the legal status of the consultant, including an Australian Business Number (ABN) if appropriate.

Criterion	Weighting
Methodology and stakeholder engagement approach	35%
Experience and expertise of the project team	35%
Project delivery capability within timeframe	20%
Value for money	10%

6.6 SRA RIGHTS

SRA reserves its rights at law or otherwise to:

- cease to proceed with or suspend the EOI process.
- alter timing of the EOI process.
- vary the EOI structure.
- vary any time or date specified in the EOI.
- require additional information or clarification from the applicant.
- enter into negotiations or discussions with more than one applicant.
- request a new EOI.
- reject any EOI received after the closing date as described in this document.
- reject any EOI that does not comply with the requirements as described in this document negotiate and enter into final contractual documentation with respect to the project with any counterparty without prior notice.
- not attribute any reasons for actions or decisions taken, including on the exercise of any or all of the above-mentioned rights; and
- take such other action as they consider appropriate in relation to this RFP process.

6.7 CONDITIONS OF LODGEMENT

The applicant agrees, by lodging an Expression of Interest, that it is bound by these conditions:

- All Expression of Interest documents become the property of SRA upon lodgement.
- It warrants that all information in the EOI is accurate and complete.
- That it has declared any actual or potential conflict of interest.
- That it will bear all costs for preparing the EOI submission, including any meetings that may be required related to the submission prior to the contracting stage.
- That it will keep confidential any confidential information provided by SRA in connection with the EOI.
- That it will make any inquiries relating to the EOI process only through the contact details provided; and
- That pursuant to the *Privacy Act 1988* (Cth) it will be bound by the Australian Privacy Principles in respect of any act done or practice engaged in by the respondent in connection with this EOI process.

Expressions of Interest (EOI) are to be submitted to SRA **by 9am on the 2 June 2025** as follows:

EOIs must be submitted via SRA's research investments email:

sraresearchinvestments@sugarresearch.com.au

6.8 SRA CONTACT

Requests for further information or clarification in relation to this request for Expressions of Interest should be directed to:

Cathy Mylrea

Manager, Research Missions

Sugar Research Australia

Email: sraresearchinvestments@sugarresearch.com.au

M: 0458 446 924



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