**COTTON RESEARCH AND DEVELOPMENT CORPORATION  
REQUEST FOR QUOTATION (RFQ)**

**Project Title:** *Digital capability framework for Australian Agriculture sector.*

**Start Date:** 15 February 2019 (indicative) **Finish Date:** 30 June 2019

**INFORMATION**

1. The Cotton Research and Development Corporation (CRDC) is seeking Quotations for the above project.
2. Each respondent to the RFQ is expected to:
3. Be fully informed of all aspects of the work required to be performed;
4. Submit a Quotation in accordance with ***RFQ Schedule 1 – Statement of Requirement***; and
5. Submit a Quotation on the template provided at ***RFQ Schedule 2 – Quotation***.
6. Each respondent, by submitting a Quotation, agrees that the Quotation is subject to the ***RFQ Schedule 3 – Consultancy Agreement / Research Deed*** and agrees to comply with the conditions of the Agreement.

The Respondent agrees that CRDC 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 ***Consultancy Agreement / Research Deed*** is executed by both parties. The Respondent agrees that CRDC 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.

1. Acceptance of a Quotation will occur only when a contract is executed.
2. CRDC, at its discretion, may discontinue this RFQ, decline to accept any Quotation, decline to issue any contract or satisfy its requirement separately from this RFQ process.

**ASSESSMENT PROCESS**

The applications will be assessed by the Australian Agriculture: Growing a Digital Future (Growing Digital) ProjectSteering Committee. The Committee may consider advice from Project management Committee in making their recommendation. The committee may also negotiate with applicants/groups if required to develop an integrated project. The committee will make a recommendation to CRDC as the Manager of the Australian Agriculture: Growing a Digital Future project for investment.

**RFQ Schedule 1 – Statement of Requirement**

**KEY DATES AND DETAILS**

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| **Issue of RFQ** | 7 January 2019 |
| **Closing Time** | 29 January 2019 |
| **Expected execution of Contract or issue of Agreement** | 15 February 2019 |
| **When Services are required** | The Services are required between 15 February and 30 June 2019 |
| **Contact Officer** | For all matters relating to this RFQ, the CRDC Contact Officer will be:  Jane Trindall - Project Leader  0447261014  grants@crdc.com.au |
| **Lodgement method** | Quotations should be lodged by email with grants@crdc.com.au by the closing time and date specified above. |

**THE SERVICES**

CRDC is seeking Quotations to – ***Develop a Digital capability framework for Australian Agriculture sector.***

The Australian agricultural sector has examined the current and future state of digital agriculture in Australia via the Rural R&D for Profit project [*Accelerating precision agriculture to decision agriculture*](https://www.crdc.com.au/precision-to-decision). The project estimated digital agriculture could lift the GVP of agriculture by $20.3 billion, a 25% increase on 2014-25 levels. Thirteen recommendations were made in areas of strategy, leadership, governance, digital literacy and enablers to achieve these gains.

To implement the recommendations made, eleven Rural Research and Development Corporations[[1]](#footnote-2) have collaborated on a new Rural Research and Development for Profit application: *Australian Agriculture - Growing a Digital Future*. This project aims to lift the digital maturity of the sector from adhoc to competitive, lift economic growth and prepare the workforce for the future. This effort could lift GVP by an additional 1.8-3.6% over and above the average GVP growth of the sector by 2022, adding $1.3-2.7 Billion to the sector.

While the success of the application is unknown RDCs are getting on with the job and the RDCs will invest in the development of the digital maturity, data governance and digital capability. Frameworks this financial year. CRDC will manage this investment on behalf of the RDCs. This RFT is designed to procure a project partner to develop the Digital Capability Framework.

**Terms of Reference**

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| **Background** | Recommendation D10 of the Accelerating Precision to Decision Project is: *That the 15 Research and Development Corporations (RDCs) and the university sector strategically invest in education and capacity building for students, producers, agribusinesses, rural industries and their stakeholders to increase digital literacy and application in the agricultural sector.*  Rationale: There is a need, both in the research and development (R&D) sector and in industry, for people with digital skills who also understand the agricultural sector. Evidence from the regional stakeholder workshops indicates that the Australian university system is not producing sufficient agronomists with the required skills and that current incentives to change this situation are insufficient.  Education and training are required at all levels within the industry to increase knowledge and understanding of connectivity options, best practice in data management and use and data licensing. New programs should also be developed to provide the relevant skills to the emerging agricultural workforce that will be required to progress decision agriculture. A review of the skills required by producers to maximise the benefits derived from digital agriculture is recommended to provide a foundation for the development of educational packages. The establishment of demonstrator sites could be considered to enable producers gain first-hand experience of innovations and best practice in data management in a practical environment.  Skill gaps have already been identified in the areas of on-farm telecommunications and data science, but a more comprehensive analysis is required.  This RFT is to design the Digital Capability Framework for the Australian Agriculture assessment by assessing the current and future states of digital capability in the sector and designing a skills program (for upskilling the current workforce and for recruiting new skills) to bridge the gap. It is intended that the framework (and associated training and tools) would be delivered as part of the proposed Rural for Profit project *Australian Agriculture: Growing a Digital Future* commencing July 2019 (pending approval). |
| **Project requirements** | **Critical skill requirements**   1. Soundness and clarity of the proposed R&D methods to address project deliverable outcomes. 2. Demonstrated capacity of the nominated researcher/s to provide project coordination, management, monitoring and evaluation for the timely delivery of high quality outputs. 3. Demonstrated track record, technical knowledge and experience of all key personnel in the research area. 4. A demonstrated capacity to effectively communicate economic project outcomes to diverse stakeholders across agricultural sectors. 5. The cost effectiveness of this project including cash and in-kind commitments from the applicants and leverage through domestic or international linkages that are useful if not essential to progress the project. 6. 5. Project demonstrates collaboration between organisations, agricultural sectors or research groups. |
| **Key deliverables** | This project will undertake/develop:   * A digital capability audit of the agricultural workforce (current state) drawing from existing knowledge and new information as required. The agricultural workforce broadly includes producers (owners, managers, labour), processors (supply chain partners), the service sector (e.g. agronomists) and supporting researcher and public sector. * An assessment of the future state of the Agriculture workforce including an assessment of the potential impact of automation and artificial intelligence to the workforce, identifying likely changes to roles and skills required (future state). * An identification of the digital skills gap in the Agricultural workforce and key digital skills required to be developed. The skills audit is not intended to include the school system. * Development of a digital capability self-assessment tool to guide agricultural business and individual learning pathways. * Evaluate current digital capability programs and identify current resources and gaps. * A framework for a digital capability training program to lift the digital literacy of the Australian agricultural sector. |

The indicative budget available from CRDC will $300,000 in the 2018/19 financial year. All travel must be included in the quote.

**RFQ Schedule 2 – Quotation [To be completed by Respondent]**

**Respondent’s Details**

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| **Organisation** |  |
| **RFQ Contact Name** |  |
| **Position / Title** |  |
| **Telephone** |  |
| **Mobile** |  |
| **Address** |  |
| **ACN/ARBN (if applicable** |  |
| **ABN (if applicable)** |  |

**Respondent’s Contact Officer – For all matters relating to this RFQ**

|  |  |
| --- | --- |
| **Name** | Jane Trindall |
| **Position / Title** | Project Leader |
| **Mobile** | 0447 261014 |
| **Email** | grants@crdc.com.au |

**Respondent’s Contract Manager**

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| --- | --- |
| **Name** | Ms Megan Baker |
| **Position / Title** | CRDC Project Administration Assistant |
| **Telephone** | 02 6792 4088 |
| **Email** | grants@crdc.com.au |
| **Postal Address** | PO Box 282 Narrabri NSW 2390 |

**RESPONDENT’S QUOTATION**

**Please populate the CRDC Full Research Proposal and Budget attached**

**RFQ Schedule 3 – Agreement**

The successful research provider will be required to enter into a contractual agreement with CRDC via either a Research Deed or Consultancy Agreement.

Finalisation of contracts between CRDC and the successful research provider, under the Research Deed, includes the following stages and considerations:

• A revised FRP addressing the issues outlined above, if required;

• Completion and signing of Schedule 1: Form of Approval including negotiation of ownership of IP and any third party agreements;

• Completion of Schedule 2: IP Register by the research provider; and

• Completion and signing of Schedule 3: IP Operating Principles by all project team members.

Finalisation of contracts between CRDC and the successful research provider, under the Consultancy Agreement includes the following stages and considerations:

• A revised FRP addressing the issues outlined above, if required;

• Completion and signing of Consultancy Agreement.

1. Australian Eggs Limited, Australian Pork Limited, Australian Wool Innovation Limited, Cotton Research and Development Corporation, Dairy Australia Limited, Fisheries Research and Development Corporation, Horticulture Innovation Australia Limited, Meat and Livestock Australia, Agrifutures Australia, Sugar Research Australia Limited and Wine Australia [↑](#footnote-ref-2)