

**CONTRACT ORDER FORM**

This Contract Order Form is issued in accordance with the provisions of the Apprenticeship Training Provider Dynamic Marketplace (DMP) Agreement for the provision of Apprenticeship Training Services

The Supplier agrees to supply the Services specified below on and subject to the terms of this Contract.

For the avoidance of doubt this Contract consists of the terms set out in this Contract Order Form and the Contract Terms

Order Number	GSS25251
From	Advisory, Conciliation and Arbitration Service (Acas) ("Customer")
To	Babington Business College Ltd ("Supplier")

**1. CONTRACT PERIOD**

1.1	Commencement Date	Monday 4 <sup>th</sup> August 2025
1.2	Expiry Date	Friday 3 <sup>rd</sup> August 2029

**2. SERVICES REQUIRED**

2.1	<p>Services Required.</p> <p>APPRENTICESHIP TRAINING PROVIDER SERVICES / END POINT ASSESSOR SERVICES / BOTH.</p> <p>LOCATION</p> <p>APPRENTICESHIP TYPE AND SPECIFIC APPLICABLE INSTITUTE FOR APPRENTICESHIPS STANDARD &amp; NUMBER OF STUDENTS</p> <p>CLASS BASED</p> <p>ADDITIONAL SERVICES</p>	<p>BOTH</p> <p>14 Westfield Avenue, Stratford, London, E20 1HZ</p> <ul style="list-style-type: none"> <li>• 4x HR Support – Level 3 per year</li> <li>• 3x People Professional per year</li> <li>• 1x Learning and Development Consultant / Business Partner Level 5 per year</li> </ul> <p>Online</p> <p>Certificate to be provided once the course has been completed</p>

## 3. CONTRACT PERFORMANCE

3.1	Required Apprenticeship Standard	<ul style="list-style-type: none"> <li>• 4x HR Support – Level 3 per year</li> <li>• 3x People Professional per year</li> <li>• 1x Learning and Development Consultant / Business Partner Level 5 per year</li> </ul>
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3.1	Quality Standards	<p>Continued adherence to the relevant Institute for Apprenticeships industry standard.  <a href="http://www.instituteforapprenticeships.org/">(www.instituteforapprenticeships.org/)</a>          Maintained ESFA registration and accreditation.          General industry good practice</p>
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## 4. PAYMENT

4.1	Contract Charges	<p>The maximum budget for this requirement is £226,000.00 ex VAT for 4 years.</p> <p>Breakdown per CIPD per year (Including Certificate):</p> <ul style="list-style-type: none"> <li>• 4x HR Support – Level 3 (Including Certification) [REDACTED] a year ex VAT Total Price = [REDACTED] 4 years.</li> <li>• 3x People Professional – Level 5 (Including Certification) [REDACTED] year ex VAT Total Price = [REDACTED] for 4 years.</li> <li>• 1x Learning and Development Consultant / Business Partner Level 5 (Including Certification) [REDACTED] a year Total Price = [REDACTED] for 4 years.</li> </ul>
4.2	Payment terms/Profile	<p>Payment to be made in accordance with the current in force ESFA funding rules.</p> <p>Further additional terms in Annex 2 of Contract Schedule 3</p> <p>Invoice to be sent to [REDACTED]</p>
4.3	Customer billing address	<p>Advisory Conciliation and Arbitration Service (Acas)          14 Westfield Avenue          Stratford          London          E20 1HZ          [REDACTED]</p>

## 5. LIABILITY AND INSURANCE

5.1	Suppliers limitation of Liability	In Clause 25 of the Contract Terms
5.2	Insurance	<p>Clause 26 of the Contract Terms:</p> <p>Professional Indemnity Insurance cover of £1 million any one claim.</p> <p>Public Liability Insurance cover of £1 million any one claim.</p> <p>Employers Liability insurance cover of £5 million any one claim.</p>

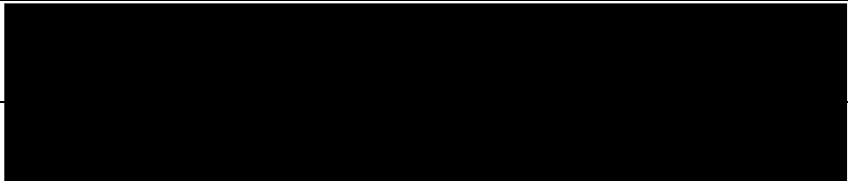
FORMATION OF CONTRACT

By signing and completing this Contract Order Form the Supplier and the Customer agree to enter into a binding contract governed by the terms of this Contract Order Form and the attached terms and conditions.

For and on behalf of the Supplier:

Name and Title	
Date	

For and on behalf of the Customer:

Name and Title	
Date	