

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**. Dated 07/10/2024.

The Supplier agrees to supply the Goods and/or 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	project_9759
From	[Home Office] ("Customer")
To	[Intelligencia] ("Supplier")

1. CONTRACT PERIOD

1.1	Commencement Date	Monday 07 th of October 2024
1.2	Expiry Date (Apprenticeship programme completion date / End Point Assessment completion date)	07 th of October 2026 With an option to extend the contract by a further twelve (12) months period until 07 of October 2027

2. SERVICES REQUIRED

2.1	Services Required. APPRENTICESHIP TRAINING PROVIDER SERVICES / END POINT ASSESSOR SERVICES / BOTH. LOCATION APPRENTICESHIP TYPE AND SPECIFIC APPLICABLE INSTITUTE FOR APPRENTICESHIPS STANDARD NUMBER OF STUDENTS CLASS BASED	Delivery of Apprenticeship Standards outlined at section 3.1 and as outlined in in Contract Schedule 2 (Goods and/or Services) including delivery of : Apprenticeship Training Provider Services and End Point Assessor Services National Delivery The number of students below is indicative only and not a guarantee of commitment: 50 Counter fraud investigator ST0747, Contracted Volumes: 50.
-----	--	---

	ADDITIONAL SERVICES	<p>Volumes of work cannot be guaranteed.</p> <p>The Authority makes no representations in respect of the volume of business that will be ordered under this Contract nor does it confer on the Supplier any exclusivity in respect of the provision of the Services, the Authority reserving the right to source such services otherwise than through this Contract.</p> <p>Training shall be based on a blended approach.</p>
--	---------------------	--

3. CONTRACT PERFORMANCE

3.1	Required Apprenticeship Standard [ie the required apprenticeship course]	Counter fraud investigator ST0747
-----	--	-----------------------------------

3.1	Quality Standards	<p>Continued adherence to the relevant Institute for Apprenticeships industry standard. www.instituteforapprenticeships.org/ Maintained ESFA registration and accreditation. General industry good practice</p>
-----	-------------------	--

4. PAYMENT

4.1	Contract Charges	<p>The maximum Contract Charges under this Contract shall be [REDACTED] (reduction to be given on funding band maximum where applicable).</p> <p>Levy services funded by ESFA [REDACTED]; Top up for fees in excess of ESFA band [REDACTED]; Additional extra services [REDACTED]</p> <p>Includes the cost of any subcontractors and the cost of an approved end point assessor.</p> <p>Re-sit charges per candidate are not funded by the levy and will be paid by the Department. The Department should be informed of any re-sit charges in advance. The Department agrees to pay</p>
-----	------------------	--

		<p>re-sit charges once supplier provides evidence that they have incurred the charge.</p> <p>The supplier must offer 3 free re-sits at no cost:</p> <p>1-A generic free re-sit</p> <p>2-The EPA provider then provide a 2nd re-sit opportunity</p> <p>3-Intelligencia Training provide and pay for a 3rd re-sit.</p>
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>
4.3	Customer billing address	<p>Home Office</p> <p>██████████</p> <p>██████</p> <p>██████████</p> <p>Payments will be made via the ESFA's digital apprenticeship service levy-funding system.</p> <p>Resits paid for by the department.</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 █████ any one claim.</p> <p>Public Liability Insurance cover of £1 million any one claim.</p> <p>Employers Liability insurance cover of █████ any one claim.</p>

6. Special Requirement – Home Office Security Terms





Microsoft Word
Document



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:

Signature	
Name and Title	 – Commercial Director
Date	13/10/2024

For and on behalf of the Customer:

Signature	
Name and Title	 , COMMERCIAL LEAD
Date	07/10/2024