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**Standard Contract for Goods and/or Services - Order Form**

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| 1. **Purchase Order Number** | To be confirmed | |
| 1. **Customer** | Natural England, County Hall, Dorchester office, DT1 1XJ | |
| 1. **Contractor(s)** |  | |
| 1. **Defra Group Members** | The following Defra Group members will receive the benefit of the Deliverables:  Natural England | |
| 1. **The Agreement** | This Order is part of the Agreement and is subject to the terms and conditions referenced at Appendix 1 and shall come into effect on the Start Date.  Unless the context otherwise requires, capitalised expressions used in this Order have the same meanings as in the terms and conditions.  The following documents are incorporated into the Agreement. If there is any conflict, the following order of precedence applies (in descending order):   1. this Order; 2. the terms and conditions at Appendix 1; and 3. the remaining Appendices (if any) in equal order of precedence. | |
| 1. **Deliverables** | **Applicable Deliverables** | **Goods Only:**  **Services Only:**  **Good and Services:** |
| **Goods** | The Goods are to be Delivered in accordance with the following instructions:  The specification and site location details are also set out in the attached Maps and specification drawings.  Job 1 – Container access step extension and repair  Approx 14.5m x 0.5m x 0.25m new concrete. Break out and make good broken areas. Infill and extend existing step to area shown on plan & dimensions above. Dig out under and make good broken areas along sill. Remove all debris including tree stumps and soil etc. including behind step area.  Job 2 – Concrete floor replacement between Welfare Unit and small container  Area approx. 5.1m x 8.7m. Remove old concrete base and shingle areanext to welfare unit. Dig out and install compacted sub-base type 1 material 100mm depth, with 200mm depth concrete laid on top.  Job 3 - Concrete access ramp  To be carried out in conjunction with jobs 1 & 2. Size area 2m x 3m new concrete. Dig out and install compacted sub-base type 1 material 100mm depth, with 200mm depth concrete laid on top  Job 4 - Shingle replacement in front of containers  Approx. 14.5m x 3m. Remove shingle excavate and install compacted sub-base type 1 material100mm depth, with 200mm depth concrete laid on top.  All excavated materials to be removed from site and disposed of by the contractor, adhering to all waste disposal regulations and requirements. Shingles may be re-used to form part of compacted sub-base as appropriate and to reduce waste.  Date of Delivery: No later than end March 2025  Packaging Instructions: *N/A*  Additional Delivery Instructions: *N/A*  Warranty Period: **N/A** |
| **Services** | None |
| 1. **Start Date** | *27/01/25* | |
| 1. **Expiry Date** | *28/03/25* | |
| 1. **Charges** | The Charges for the Goods and/or Services shall be as set out in Appendix 3 – Charges. The Charges are fixed for the duration of the Agreement. | |
| 1. **Payment** | Payments will be made to purchase order. Payments will be made in pounds by BACS transfer using the details provided by the supplier on submission of a compliant invoice.] | |
| 1. **Contractor’s Liability Cap (Clause 13.2.1)** | [A sum equal to £5,000,000]. | |
| 1. **Customer’s Authorised Representative(s)** | For general liaison your contact will continue to be  [Tom Sunderland. Tom.sunderland@naturalengland.org.uk] | |
| 1. **Contractor’s Authorised Representative** | For general liaison your contact will continue to be    or, in their absence, | |
| 1. **Optional Intellectual Property Rights (“IPR”) Clauses** | The Customer has chosen Option **B** in respect of intellectual property rights provisions for the Agreement as set out in the terms and conditions. | |
| 1. **Progress Meetings and Progress Reports** | Not applicable | |
| 1. **Address for notices** | |  |  | | --- | --- | | **Customer:**  **Natural England**  **Tom Sunderland**  **County Hall**  **Dorchester DT1 1XJ** | **Contractor:** | | Attention: Tom Sunderland  Email: tom.sunderland@naturalengland.org.uk | Attention:  Email: | |  | | |
| 1. **Key Personnel of the Contractor** | |  |  |  | | --- | --- | --- | | **Key Personnel Role:** | **Key Personnel Name:** | **Contact Details:** | |  |  |  | | ***N/A*** | | | |  |  |  | | |
| 1. **Procedures and Policies** | N/A | |
| 1. **Special Terms** | N/A | |
| 1. **Additional Insurance** | N/A | |
| 1. **Further Data Protection Provisions** | The further data protection provisions contained within Annex 4 of the terms and conditions are applicable to this Agreement where indicated below:  **Yes:**  **No:**  ***N/A*** | |

|  |  |
| --- | --- |
| Signed for and on behalf of the **Customer** | Signed for and on behalf of the **Contractor** |
| Name:    []Role: | Name :  []Role: |
| Date: | Date: |
| Signature: | Signature: |

**Appendix 1: Terms and Conditions**

The Customer’s Standard Good & Services Terms and Conditions which can be located on the [Natural England Website](https://eur05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.gov.uk%2Fgovernment%2Forganisations%2Fnatural-england%2Fabout%2Fprocurement&data=05%7C01%7Cdaniel.lavender%40dlapiper.com%7Ce61b389c5e15470f278e08dbcc060e37%7Ce855e7acc54640d299f7a100522010f9%7C1%7C0%7C638328098969691096%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=ymInFtzabvMF3T9or361i03D%2B4kyuzgt8T5CzJeS7Gc%3D&reserved=0) and which are called ‘Standard Goods & Services Terms and Conditions’

**Appendix 2: Specification/Description**

**Specification**

**Undercliffs NNR Pinhay Groundworks Concreting contract 2025**

**Background to Natural England**

Natural England works for people, places and nature, to enhance biodiversity, landscapes and wildlife in rural, urban, coastal and marine areas; promoting access, recreation and public well-being, and contributing to the way natural resources are managed so that they can be enjoyed now and in the future.

Natural England is working towards the delivery of four strategic outcomes, which together deliver on our purpose to conserve, enhance and manage the natural environment for the benefit of current and future generations.

• A healthy natural environment: England’s natural environment will be conserved and enhanced.

• Enjoyment of the natural environment: more people enjoying, understanding and acting to improve, the natural environment, more often.

• Sustainable use of the natural environment: the use and management of the natural environment is more sustainable.

• A secure environmental future: decisions which collectively secure the future of the natural environment

**Background to the specific work area relevant to this purchase**



**Appendix 3: Charges**

**Appendix 4: Processing Personal Data**

**N/A**

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| --- | --- |
|  |  |
| **[XXXX]** |
| **Contract:** |
| **Date:** | **[XXXX]** |
| **Description of authorised processing** | **Details** |
| Identity of Controller and Processor for each category of Personal Data |  |
| Subject matter of the processing |  |
| Duration of the processing |  |
| Nature and purposes of the processing |  |
| Type of Personal Data |  |
| Categories of Data Subject |  |
| Plan for return and destruction of the data once the processing is complete UNLESS requirement under law to preserve that type of data |  |
| Locations at which the Contractor and/or its subcontractors process Personal Data under this Agreement |  |
| Protective Measures that the Contractor and, where applicable, its subcontractors have implemented to protect Personal Data processed under this Agreement against a breach of security (insofar as that breach of security relates to data) or a Personal Data Breach |  |