


## 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 RM6102**. Dated 30.04.2019.

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	25933
From	Department for Work and Pensions Simon Monks - Kings Court, Sheffield S3 7UF ("Customer")
To	 Central Training Academy 44 Alexandra Street Southend on Sea Essex SS1 1BJ ("Supplier")

### 1. CONTRACT PERIOD

1.1	Commencement Date	01.07.2023
1.2	Expiry Date	01.07.2026
End date of Call Off initial period End date of Optional Call Off Extension Periods. This is subject to the agreement of both parties. Minimum written notice to Supplier in respect of extension:		3 months



#### 4. PAYMENT

4.1	Contract Charges	<p>Public Sector Compliance Investigator and Officer Level 3 Apprenticeships (ST0708) Levy 92% (£828,000) and DN funded 8% DN funded (£72,000).</p> <p>Contract Charges= 225 apprentices at a cost of £4000 each over the course of 3 years, based on <b>indicative</b> numbers = £900,000.</p> <p>Contract Charges (Maximum) £900,000.</p> <p><b>These costs are based on indicative volumes only.</b></p> <p><b>DWP makes no guarantee on volumes.</b></p> <p>Contract Charges comprises:</p> <p>Levy services funded by ESFA (92%) &amp; DN Funded (8%).</p> <p>Top up for fees in excess of ESFA band NIL;</p> <p>Additional extra services NIL</p> <p>Includes the cost of any subcontractors and the cost of an approved end point assessor.</p>
4.2	Payment terms/Profile	<p>Payment to be made in accordance with the current in force ESFA funding rules, and via the ESFA's digital apprenticeship service.</p>
4.3	Customer billing address	<p>Payments will be made via the ESFA's digital apprenticeship service levy-funding system</p>

#### 5. LIABILITY AND INSURANCE

5.1	Suppliers limitation of Liability	<p>In Clause 25.3 of the Contract Terms</p>
5.2	Insurance	<p>(Clause 26.3 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.

Name and Title	Head of business training
Date	13.09.2023

For and on behalf of the Customer:

Name and Title	Commercial Lead
Date	17.09.2023