

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 Level 4 IS Business Analyst apprenticeships. Dated 31st March 2020.

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_3933
From	The Secretary of State for Education whose Head Office is at Sanctuary Buildings, Great Smith Street, London, SW1P 3BT acting as part of the Crown ("the Department", "The Customer")
To	Estio Training Limited, Leeds House, 2 Central Park, New Lane, Leeds LS11 5EB ("Supplier")

1. CONTRACT PERIOD

1.1	Commencement Date	19/03/2020
1.2	Expiry Date (Apprenticeship programme completion date / End Point Assessment completion date)	19/03/2022 with optional 1 year extension

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	Refer to the Statement of Requirement issued by the Department at Schedule 2 Annex 1 in the Terms & Conditions.
-----	--	---

	ADDITIONAL SERVICES	
--	---------------------	--

3. CONTRACT PERFORMANCE

3.1	Required Apprenticeship Standard [ie the required apprenticeship course]	Level4 IS Business Analyst
-----	--	----------------------------

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

4. PAYMENT

4.1	Contract Charges	Contract Charges = no more than £72,000.00 based on 4 x level 4 apprentices, REDACTED
4.2	Payment terms/Profile	Payment to be made in accordance with the current in force ESFA funding rules. Further additional terms in Annex 2 of Contract Schedule 3
4.3	Customer billing address	REDACTED

5. LIABILITY AND INSURANCE

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

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	Megan Buckley – Contracts Manager
Date	01/04/2020

For and on behalf of the Customer:

Name and Title	
Date	