

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 30th April 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. The Parties agree that Contract Schedule 7 (*Processing personal data and data subjects*) and Contract Schedule 8 (*Joint Controller Agreement*) are not applicable as each party acts as an independent data controller.

Order Number	DfT Reference: TRHR3208
From	Department for Transport Great Minster House 33 Horseferry Road London SW1P 4DR
To	University of Exeter Northcote House, The Queen's Drive, Exeter EX4 4QJ

1. CONTRACT PERIOD

1.1	Commencement Date	10 th January 2022
1.2	Expiry Date (Apprenticeship programme completion date / End Point Assessment completion date)	For duration of the apprenticeship. Programme is 30-months (including EPA) The contract will include the irrevocable Authority Option to enrol further candidates on an annual basis for 2 years (+1 +1 i.e. Jan 2023/ Jan 2024 subject to written notice and the candidate's application being accepted by the University and that eligibility requirements are met)

2. SERVICES REQUIRED

2.1	<p>Services Required.</p> <p>APPRENTICESHIP TRAINING PROVIDER SERVICES / END POINT ASSESSOR SERVICES / BOTH.</p> <p>LOCATION</p>	<p>Both services – programme and end point assessment (EPA)</p> <p>Blended delivery – Exeter and online</p>
	<p>APPRENTICESHIP TYPE AND SPECIFIC APPLICABLE INSTITUTE FOR APPRENTICESHIPS STANDARD</p> <p>NUMBER OF STUDENTS</p> <p>CLASS BASED</p> <p>ADDITIONAL SERVICES</p>	<p>L7 Systems Thinking Practitioner apprenticeship: https://www.instituteforapprenticeships.org/apprenticeship-standards/systems-thinking-practitioner-v1-0 24 months + 6-months end point assessment = 30months</p> <p>1 learner to commence programme in January 2022 (this is subject to the individuals application being accepted by the University and that eligibility requirements are met).</p> <p>Blended / Virtual Classroom and Exeter campus for specific face-to-face masterclasses (when covid restrictions allow and as agreed)</p> <p>None</p>

3. CONTRACT PERFORMANCE

3.1	Required Apprenticeship Standard [ie the required apprenticeship course]	L7 Systems Thinking Practitioner apprenticeship Ref: ST0787
3.1	Quality Standards	<p>Continued adherence to the relevant Institute for Apprenticeships industry standard. (www.instituteforapprenticeships.org/)</p> <p>Maintained ESFA registration and accreditation.</p> <p>General industry good practice</p>

		The University's own regulations, policies and procedures in place to ensure the academic standards and quality of the student experience, as amended from time to time (as available on the University's website).
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4. PAYMENT

4.1	Contract Charges	<p>Apprenticeship levy services funded by ESFA £18,000.</p> <p>Potential breakdown of costs for the 1st enrolment (if maximum number of apprentices enrol) is:</p> <p>Up to 1 x £18,000 = £18,000</p> <p>If +1+1 enrolment extension applied for up to 1 apprentice 1 per year then this would be up to £18,000 per apprentice</p> <p>Potential total value of the contract if maximum number of apprentices enrol and extensions of +1+1 enrolment years are applied is = up to £54,000</p> <p>Top up for fees in excess of ESFA band: N/A</p> <p>Additional extra services N/A</p>
		<p>Includes the cost of any subcontractors and the cost of an approved end point assessor.</p> <p>Excludes the cost of IT equipment (e.g. a laptop), and any travel and accommodation costs for apprentices (to travel to Exeter), which the Customer is expected to cover.</p>
4.2	Payment terms/Profile	<p>Payment to be made in accordance with the current in force ESFA funding rules. Customer to ensure it has set up its ESFA Digital Account correctly.</p> <p>Further additional terms in Annex 2 of Contract Schedule 3</p>
4.3	Customer billing address	<p>Apprenticeship Service account - email [REDACTED] to initiate process</p> <p>Great Minster House, 33 Horseferry Road, London, SW1P 4DR</p>

5. LIABILITY AND INSURANCE

5.1	Suppliers limitation of Liability	In Clause 25 of the Contract Terms
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5.2	Insurance	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.
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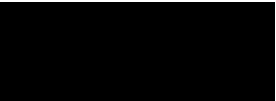
FORMATION OF CONTRACT

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	10/01/2022