

## 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 HMRC Level 7 Legal Apprenticeship Scheme SR1836649956 Dated 3<sup>rd</sup> July 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	SR1836649956
From	HMRC
To	BPP University Limited

### 1. CONTRACT PERIOD

1.1	Contract Effective Date  Commencement Date	Date of Signature  01 January 2025  Cohort will begin in January 2025.
1.2	Expiry Date (Apprenticeship programme completion date / End Point Assessment completion date)	31 <sup>st</sup> December 2031

### 2. SERVICES REQUIRED

2.1	Services Required.  APPRENTICESHIP TRAINING PROVIDER SERVICES / END POINT ASSESSOR SERVICES / BOTH.	ST0246 Solicitor Apprenticeship (Level 7)  Level 7 Graduate solicitor apprenticeship (to include Solicitor Qualifying Examination qualification)  Level 7 Non-graduate solicitor apprenticeship (to include Solicitor Qualifying Examination qualification)  Public Min apprentice number: 8 Max apprentice number: 8  As per Specification in Annex 1: The Services (page 79)
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LOCATION	National
APPRENTICESHIP TYPE AND SPECIFIC APPLICABLE INSTITUTE FOR APPRENTICESHIPS STANDARD	ST0246 Solicitor Apprenticeship (Level 7)
NUMBER OF STUDENTS	8 apprentices – 1 Cohort (5 graduate apprentices/3 non-graduate apprentices)
CLASS BASED	Remote via Adobe Audition
ADDITIONAL SERVICES	As per Specification in Annex 1: The Services (page 79)

### 3. CONTRACT PERFORMANCE

3.1	Required Apprenticeship Standard [ie the required apprenticeship course]	ST0246 Solicitor Apprenticeship (Level 7)
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3.1	Quality Standards	Continued adherence to the relevant Institute for Apprenticeships industry standard. ( <a href="http://www.instituteforapprenticeships.org/">www.instituteforapprenticeships.org/</a> ) Maintained ESFA registration and accreditation. General industry good practice
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### 4. PAYMENT

4.1	Contract Charges	Contract Charges = £171,000.00  Includes the cost of any subcontractors and the cost of an approved end point assessor.
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	Unity Business Services Finance and Procurement Operations [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.




## 6. Further Information

6.1	Further Information	The Parties have agreed that they are Independent Controllers for the purpose of the Data Protection legislation and have completed the Independent Controller Agreement at Schedule 8 of the Contract Terms.
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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	
Signature	
Date	

For and on behalf of the Customer:

Name and Title	
Signature	
Date	