

# SHORT FORM CONTRACT FOR THE SUPPLY OF GOODS AND/OR SERVICES ORDER FORM

<b>1. Contract Reference</b>	TRST3032A	
<b>2. Buyer</b>	Department for Transport Great Minster House, 33 Horseferry Road, London, SW1P 4DR In entering into this Contract, the Buyer is acting as part of the Crown and the Supplier shall be treated as contracting with the Crown as a whole.	
<b>3. Supplier</b>	<b>Yorkshire Outdoor Adventures Ltd</b> Company Reg: 15025922 Registered Address: 43 Coniscliffe Road, Darlington, County Durham, United Kingdom, DL3 7EH  Site address: Yorkshire-Outdoors, Felixkirk, Thirsk, North Yorkshire, YO7 2DP	
<b>4. The Contract</b>	This Contract between the Buyer and the Supplier is for the supply of Deliverables. The Supplier shall supply the Deliverables described below on the terms set out in this Order Form and the attached contract conditions (" <b>Conditions</b> ") and Unless the context otherwise requires, capitalised expressions used in this Order Form have the same meanings as in the Conditions.	
<b>5. Deliverables</b>	<b>Goods</b>	None
	<b>Services</b>	To provide full site hire for 4x4 off road training (including toilet facilities) The Services are: <ul style="list-style-type: none"> <li>To be performed at Suppliers site address (This may be different to the registered trading address shown in this form).</li> </ul>

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		<ul style="list-style-type: none"> <li>Date(s) of Delivery: Exact dates of site hire to be agreed upon contract start.</li> </ul>
<b>6. Specification</b>	The specification of the Deliverables is as set out in section 5 of this order form	
<b>7. Start Date</b>	04/03/2024	
<b>8. Expiry Date</b>	18/09/2025	
<b>9. Extension Period</b>	The Buyer may extend the Contract for a period of up to 12 Months by giving not less than 10 Working Days' notice in writing to the Supplier prior to the Expiry Date. The Conditions of the Contract shall apply throughout any such extended period.	
<b>10. Buyer Cause</b>	Any Material Breach of the obligations of the Buyer or any other default, act, omission, negligence or statement of the Buyer, of its employees, servants, agents in connection with or in relation to the subject-matter of the Contract and in respect of which the Buyer is liable to the Supplier.	
<b>11. Optional Intellectual Property Rights ("IPR") Clauses</b>	N/A	
<b>12. Charges</b>	<p>The maximum contract value for the initial 19 month contract term is <b>£19,040</b></p> <p>Daily Site Hire - REDACTED</p> <p>There is no guarantee of maximum spend.</p> <p>The Charges for the Deliverables shall be as set out in Annex 3 – Charges.</p>	
<b>13. Payment</b>	<p>Payment of undisputed invoices will be made within 30 days of receipt of invoice, which must be submitted promptly by the Supplier.</p> <p>All invoices must be sent, quoting a valid Purchase Order Number (PO Number) and any other relevant details, to:</p> <p>REDACTED Or via email: REDACTED</p> <p>Within 10 Working Days of receipt of your countersigned copy of this Order Form, we will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.</p> <p>To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, item number (if applicable) and the details (name, email, and telephone number) of your Buyer contact (i.e. Buyer Authorised</p>	

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	Representative). Non-compliant invoices may be sent back to you, which may lead to a delay in payment.  Payments will be made to:  REDACTED						
14. Data Protection Liability Cap	In accordance with clause <b>Error! Reference source not found.</b> of the Conditions, the Supplier’s total aggregate liability under clause <b>Error! Reference source not found.</b> of the Conditions is no more than the Data Protection Liability Cap, being £100,000 (One Hundred Thousand).						
15. Progress Meetings and Progress Reports	N/A						
16. Buyer Authorised Representative(s)	For general liaison your contact will continue to be  REDACTED						
17. Supplier Authorised Representative(s)	For general liaison your contact will continue to be  REDACTED						
18. Address for notices	  REDACTED  REDACTED						
19. Key Staff	<table><tr><td>Key Staff Role:</td><td>Key Staff Name</td><td>Contact Details:</td></tr><tr><td colspan="3">N/A</td></tr></table>	Key Staff Role:	Key Staff Name	Contact Details:	N/A		
Key Staff Role:	Key Staff Name	Contact Details:					
N/A							
20. Procedures and Policies	N/A						
21. Special Terms	N/A						

<b>22. Incorporated Terms</b>	<p>The following documents are incorporated into the Contract. If there is any conflict, the following order of precedence applies:</p> <ul style="list-style-type: none"><li>(a) The cover letter from the Buyer to the Supplier dated 08/09/23 (if used)</li><li>(b) This Order Form</li><li>(c) Any Special Terms (see row 21 (Special Terms) in this Order Form)</li><li>(d) Conditions (as they may be amended by)</li><li>(e) The following Annexes in equal order of precedence:<ul style="list-style-type: none"><li>i. <b>Error! Reference source not found.</b></li><li>ii. <b>Error! Reference source not found.</b></li></ul></li></ul>
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Signed for and on behalf of the Supplier	Signed for and on behalf of the Buyer acting on behalf of the Crown
Name: <b>REDACTED</b>	Name: <b>REDACTED</b>
Date: 04/03/2024	Date: 04/03/2024
Signature: <b>REDACTED</b>	Signature: <b>REDACTED</b>