



**UK Research  
and Innovation**

**PricewaterhouseCoopers LLP**

1 Embankment Place,  
London,  
WC2N 6RH

Attn: [REDACTED]

By email to: [REDACTED]

Date: Wednesday, 31<sup>st</sup> January  
2024

Our ref: PS23206

Dear [REDACTED]

**Award of Contract for the supply of PS23206 - UKRI Group – Strategic Tax Support**

Following your tender/ proposal for the supply of **PS23206 - UKRI Group – Strategic Tax Support** to UKRI, we are pleased to award this contract to you.

This letter ("**Award Letter**") and its Schedule(s) set out the terms of the Contract between:

- (1) **United Kingdom Research and Innovation**, a statutory corporation whose registered office is at Polaris House, North Star Avenue, Swindon, England, SN2 1FL ("**UKRI**"); and
- (2) **PricewaterhouseCoopers LLP** a limited liability partnership whose registered office is at 1 Embankment Place, London, WC2N 6RH with registered number company number is (OC303525) (the "**Supplier**").

Unless the context otherwise requires, capitalised expressions used in this Award Letter have the same meanings as in the terms and conditions of contract set out in Schedule 1 to this Award Letter (the "**Conditions**"). Please do not attach any Supplier terms and conditions to this Award Letter as they will not be accepted by UKRI and may delay conclusion of the Contract.

For the purposes of the Contract, UKRI and the Supplier agree as follows:

**Term**

- 1 Commencement Date: Tuesday, 2<sup>nd</sup> January 2024
- 2 Expiry Date: Thursday, 31<sup>st</sup> December 2026
- 3 UKRI may extend this Contract till Friday, 31<sup>st</sup> December 2027 and then a final extension till Friday, 29<sup>th</sup> December 2028 by giving not less than 30 days' notice in writing to the Supplier prior to the Expiry Date. The terms and conditions of this Contract shall apply throughout any such extended period.

**Description of Goods and/or Services**

- 4 The high-level Specification of the Goods and/or Services to be delivered is as set out in Schedule 2. From time to time the Parties will enter into Statements of Work which will set out the scope of the Goods and/or Services to be delivered under the relevant Statement of Work.

**Charges & Payment**

- 5 The Charges for the Goods and/or Services in each Statement of Work shall be as set out in the relevant Statement of Work and based on the rates set out in Schedule 3.

- 6 All invoices should be sent, quoting a valid purchase order number (PO Number) provided by UKRI, to: UK Research and Innovation, c/o UK Shared Business Services, Polaris House, North Star Avenue, Swindon, Wilts, SN2 1FF or email [finance@uksbs.co.uk](mailto:finance@uksbs.co.uk).
- 7 To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and telephone number) of your UKRI contact (i.e. Contract Manager). Non-compliant invoices will be sent back to you, which may lead to a delay in payment. If you have a query regarding an outstanding payment please contact our Accounts Payable section either by email to [finance@uksbs.co.uk](mailto:finance@uksbs.co.uk) or by telephone 01793 867000 between 09:00-17:00 Monday to Friday.

### Supplier's Liability

- 8 Pursuant to clause 20.4, the Supplier's Limit of Liability under each Statement of Work shall be: 125% of the total Charges payable to the Supplier under the Statement of Work giving rise to the claim. For the avoidance of doubt the Supplier's Limit of Liability under this Contract shall in no event exceed: 125% of the total Charges payable to the Supplier under this Contract.

### Insurances

- 9 The Supplier is not required to maintain the following insurance policies referred to in clause 19.1 of the Conditions:

### Notices

- 10 The address for notices of the Parties are:

#### UKRI

Polaris House, North Star Avenue,  
Swindon, England, SN2 1FL

Attention: [REDACTED]

Email: [REDACTED]

#### Supplier

PricewaterhouseCoopers LLP, 1  
Embankment Place, London, WC2N 6RH

Attention: [REDACTED]

Email: [REDACTED]

### Liaison & Disputes

- 11 For general liaison your contact will continue to be [REDACTED]
- 12 Pursuant to Clause 31.3, Disputes shall be escalated to the following individuals:

- (a) Stage 1 escalation:

UKRI: [REDACTED]

Supplier: [REDACTED]

- (b) Stage 2 escalation:

UKRI: [REDACTED]

Supplier: [REDACTED]

We thank you for your co-operation to date and look forward to forging a successful working relationship resulting in a smooth and successful supply of the Goods and/or Services. Please confirm your acceptance of the award of this contract by signing and returning the enclosed copy of this letter to [REDACTED] at the above address. No other form of acknowledgement will be accepted. [REDACTED] to quote the reference number above in any future communications relating to this contract.

Yours faithfully,

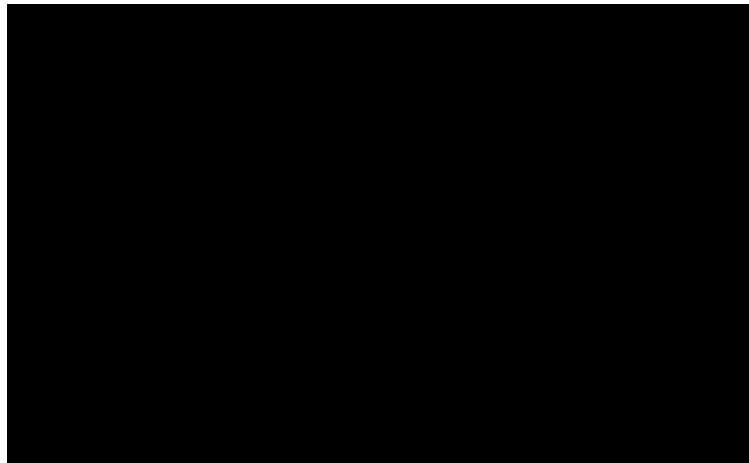
Signed for and on behalf of **United Kingdom Research and Innovation (UKRI)**

Signature:

Name:

Position:

Date:



We accept the terms set out in this Award Letter and the Schedule(s).

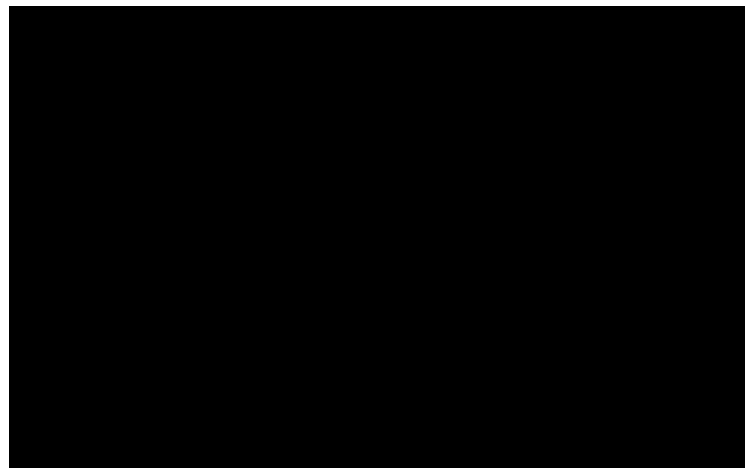
Signed for and on behalf of **PricewaterhouseCoopers LLP**

Signature:

Name:

Position:

Date:



## **Schedule 1 - The Conditions**

### **1 INTERPRETATION**

1.1 **Definitions.** In the Contract (as defined below), the following definitions apply:

**Award Letter:** means the letter from UKRI to the Supplier printed above these terms and conditions;

**Background Intellectual Property Rights:** means any and all Intellectual Property Rights that i) are owned by or licensed to either party, ii) are or have been developed independently of the Contract (whether prior to or after the date of this Agreement or the relevant Statement of Work) and iii) which are made available by one party to the other in connection with the Contract and Background IP shall include any improvements to Background IP that may be created during the performance of the Services;

**Change in Law:** any change in Law which impacts on the performance of the Goods and/or Services which comes into force after the Commencement Date;

**Charges:** the charges payable by UKRI for the supply of the Goods and/or Services as specified in Schedule 3 and as more particularly set out in the relevant Statement of Work;

**Commencement Date:** means the date for the start of the Contract as set out in the Award Letter;

**Confidential Information:** means:

- (a) all confidential information and data which is acquired from or made available (directly or indirectly) by the Disclosing Party or the Disclosing Party's representatives however conveyed or presented, including but not limited to any information or document relating to the Disclosing Party's business, affairs, operations, budgets, policies, processes, initiatives, plans, product information, pricing information, technical or commercial know-how, trade secrets, specifications, strategies, inventions, designs, software, market opportunities, personnel, customers or suppliers (whether relating to this Contract or otherwise) either orally, in writing, or in whatever form obtained or maintained;
- (b) any information or analysis derived from the Confidential Information;
- (c) anything marked as confidential and any other information notified by or on behalf of the Disclosing Party to the Receiving Party as being confidential;

- (d) the existence and terms of this Contract and of any subsequent agreement entered into in relation to this Contract;
- (e) the fact that discussions and negotiations are taking place concerning this Contract and the status of those discussions and negotiations; and
- (f) any copy of any of the information described in (a), (b), (c), (d), or (e) above, which shall be deemed to become Confidential Information when it is made. For the purposes of this definition, a copy shall include, without limitation, any notes or recordings of the information described in (a), (b), (c), (d), or (e) above (howsoever made);

but not including any information which:

- (i) was in the possession of the Receiving Party without a breach of an obligation of confidentiality prior to its disclosure by the Disclosing Party;
- (ii) the Receiving Party obtained on a non-confidential basis from a third party who is not, to the Receiving Party's knowledge or belief, bound by a confidentiality agreement with the Disclosing Party or otherwise prohibited from disclosing the information to the Receiving Party;
- (iii) was already generally available and in the public domain at the time of disclosure otherwise than by a breach of this Contract or breach of a duty of confidentiality;
- (iv) was independently developed without access to the Confidential Information; or
- (v) relates to the Supplier's performance under this Contract or failure to pay any sub-contractor as required pursuant to clause 10.9;

**Contract:** means the contract between UKRI and the Supplier constituted by the Supplier's countersignature of the Award Letter and includes the Award Letter, Schedules and any Statements of Work;

**Cyber Essentials Questionnaire:** UKRI's questionnaire for suppliers regarding their cyber security arrangements, a copy of which is available from UKRI on request;

**Data Protection Legislation:** means, for the periods in which they are in force, all laws giving effect or purporting to give effect to the GDPR, the Data Protection Act 2018, or otherwise relating to Data Protection, including the Regulation of Investigatory Powers Act 2000, the Telecommunications (Lawful Business Practice) (Interception of

Communications) Regulations 2000 (SI 2000/2699), the Electronic Communications Data Protection Directive (2002/58/EC), the Privacy and Electronic Communications (EC Directive) Regulations 2003 (SI 2426/2003), the GDPR and all applicable laws and regulations relating to the processing of personal data and privacy, in each case as amended or substituted from time to time;

**Declaration of Ineffectiveness:** a declaration made by a Court under regulation 98 which has any of the consequences described in regulation 101 of the Public Contracts Regulations 2015 (as amended) or which is made under an equivalent provision implementing Directive 2014/23/EU in England, Wales & Northern Ireland and which has consequences which are similar to any of the consequences described in regulation 101 of the Public Contracts Regulations 2015 (as amended);

**Deliver:** means hand over of the Goods to UKRI at the address(es) specified in the Statement of Work (or otherwise agreed in writing by the Parties) and on the Delivery Date, which shall include unloading and any other specific arrangement agreed in accordance with clause 6. "Delivered", "Delivery" and "Deliveries" shall be construed accordingly;

**Deliverables:** all Documents, products and materials developed by the Supplier or its agents, contractors and employees as part of, or in relation to, the Services in any form, including computer programs, data, reports and specifications (including drafts);

**Delivery Date:** the date for delivery of the Goods specified by UKRI in writing and if no such date is specified, within 28 days of the date of UKRI's written request;

**Delivery Note:** means a note produced by the Supplier accompanying each delivery of the Goods which shows the date of the order, the order number (if any), the type and quantity of the Goods (including the code number of the Goods, where applicable), special storage instructions (if any) and, if the Goods are being delivered by instalments, the outstanding balance of Goods remaining to be delivered;

**Disclosing Party:** means a Party that makes a disclosure of Confidential Information to another Party;

**Dispute:** means any dispute, conflict or disagreement arising out of or in connection with this Contract;

**Document:** includes, in addition to any document in writing, any drawing, map, plan, diagram, design, picture or other image, tape, disk or other device or record embodying information in any form.

**EIR:** the Environmental Information Regulations 2004 (or if applicable the Environmental Information Regulations (Scotland) 2004) together with any guidance and/or codes of practice issued by the Information Commissioner or relevant government department in relation to such regulations;

**Expiry Date:** means the date for expiry of the Contract as set out in the Award Letter;

**FOIA:** the Freedom of Information Act 2000 (or if applicable the Freedom of Information (Scotland) Act 2002) and any subordinate legislation made under the Act from time to time, together with any guidance and/or codes of practice issued by the Information Commissioner or relevant government department in relation to such legislation;

**Force Majeure Event:** shall be limited to one or more of the following events: hurricanes, tempest, acts of state or public enemy, wars, revolutions, uprisings, hostilities, civil disturbances, riots, civil war, insurrection and invasion. For the avoidance of doubt, strikes, lockouts and shutdowns of a Party (or of any person engaged by any of them) shall not be a force majeure event for that Party;

**GDPR:** means:

- (a) the General Data Protection Regulations (Regulation (EU) 2016/679) which came into force on 25 May 2018; or
- (b) any equivalent legislation amending or replacing the General Data Protection Regulations (Regulation (EU) 2016/679);

**General Change in Law:** a Change in Law where the change is of a general legislative nature (including taxation or duties of any sort affecting the Supplier) or which affects or relates to the supply of goods and/or services to another customer of the Supplier that are the same or similar to any of the Goods and/or Services;

**Good Industry Practice:** means all relevant practices and professional standards that would be expected of a well-managed, expert service provider performing services substantially similar to the Services or supplies substantially similar to the Goods to customers of a substantially similar size and nature to UKRI;

**Goods:** means the goods to be supplied by the Supplier to UKRI, under the Contract as set out in the relevant Statement of Work;

**Information:** has the meaning given under section 84 of FOIA;

**Intellectual Property Rights:** all patents, rights to inventions, utility models, copyright and related rights (including moral rights), trademarks, service marks, trade, business and domain names, rights in trade dress or get-up, rights in goodwill or to sue for passing off, unfair competition rights, rights in designs, rights in computer software, database right, topography rights, rights in confidential information (including know-how and trade secrets) and any other intellectual property rights, in each case whether registered or unregistered and including all applications for and renewals or extensions of such rights, and all similar or equivalent rights or forms of protection in any part of the world;

**Key Personnel:** means any persons specified as such in Schedule 4 or otherwise notified as such by UKRI to the Supplier in writing;

**Law:** means any law, statute, subordinate legislation within the meaning of section 21(1) of the Interpretation Act 1978, bye-law, enforceable right within the meaning of section 2 of the European Communities Act 1972 and section 4 of the European Union (Withdrawal Act 2018, regulation, order, mandatory guidance or code of practice, judgment of a relevant court of law, or directives or requirements of any regulatory body, with which UKRI and the Supplier (as the context requires) is bound to comply;

**Limit of Liability:** means the Supplier's limit of liability identified in the Award Letter;

**Notifiable Breach:** has the meaning set out at clause 8.3;

**Party:** the Supplier or UKRI (as appropriate) and "Parties" shall mean both of them;

**Personal Data:** has the meaning given to this term by the Data Protection Legislation;

**Personal Data Breach:** shall have the same meaning as in the Data Protection Legislation;

**PO Number:** means UKRI's unique number relating to the supply of the Goods and/or Services;

**Public Body:** any part of the government of the United Kingdom including but not limited to the Northern Ireland Assembly and Executive Committee, the Scottish Executive and the National Assembly for Wales, local authorities, government ministers and government departments and government agencies;

**Public Procurement Termination Event:** UKRI exercises its right to terminate the Contract in one or more of the circumstances described in either regulation 73(1) of the Public Contracts Regulations 2015 (as amended from time to time), or equivalent provisions



implementing Directive 2014/23/EU in England, Wales & Northern Ireland (as amended from time to time);

**Receiving Party:** means a Party to which a disclosure of Confidential Information is made by another Party;

**Remediation Plan:** means a report identifying:

- (a) the nature of the Notifiable Breach described at clause 8.3, its cause and its anticipated duration and impact on the Contract; and
- (b) the procedures and resources the Supplier proposes to apply to overcome and rectify the Notifiable Breach and to ensure the impact of the Notifiable Breach is minimised and future performance of the Contract is not adversely affected;

**Request for Information:** a request for Information or an apparent request under FOIA or EIR;

**Services:** the services, including without limitation any Deliverables, to be provided by the Supplier to UKRI under the Contract as set out in the relevant Statement of Work;

**SME:** as defined by EU recommendation 2003/361/EC;

**Specification:** the high-level description of the Goods and / or Services to be provided under this Contract as set out in Schedule 2;

**Specific Change in Law:** a Change in Law that relates specifically to the business of UKRI and which would not affect the supply of goods and/or services to another customer of the Supplier that are the same or similar to any of the Goods and/or Services;

**Statement of Work or SOW:** a statement of work in format detailed in Schedule 7 which shall detail the specific scope of the Good and Services to be delivered by the Supplier and which must be signed by both Parties before becoming binding on the Parties;

**Supplier's Associate:** any individual or entity associated with the Supplier including, without limitation, the Supplier's subsidiary, affiliated or holding companies and any employees, agents or contractors of the Supplier and / or its subsidiary, affiliated or holding companies or any entity that provides Goods and or Services for or on behalf of the Supplier;

**Supplier Dispute:** means any disputes, claims, litigation, mediation or arbitration whether threatened or pending in relation to any incident involving the Supplier's, or another party's, provision of the Goods and/or Services;

**Staff:** means all directors, officers, employees, agents, consultants and contractors of the Supplier and/or of any sub-contractor of the Supplier engaged in the performance of the Supplier's obligations under the Contract;

**Staff Vetting Procedures:** means vetting procedures that accord with good industry practice or, where requested by UKRI, UKRI's procedures for the vetting of personnel as provided to the Supplier from time to time;

**Term:** means the period from the Commencement Date to the Expiry Date as such period may be extended or terminated in accordance with the terms and conditions of the Contract;

**TUPE:** the Transfer of Undertakings (Protection of Employment) Regulations 2006 as amended or replaced from time to time;

**Working Day:** a day (other than a Saturday, Sunday, public holiday or 27, 28, 29, 30 and 31 December) when banks in London are open for business.

1.2 In this Contract, unless the context requires otherwise, the following rules apply:

- (a) A person includes a natural person, corporate or unincorporated body (whether or not having separate legal personality).
- (b) A reference to a party includes its personal representatives, successors or permitted assigns.
- (c) A reference to any Law is a reference to Law as amended or re-enacted. A reference to a Law includes any subordinate legislation made under that Law, as amended or re-enacted.
- (d) Any phrase introduced by the terms including, include, in particular or any similar expression shall be construed as illustrative and shall not limit the sense of the words preceding those terms.
- (e) The headings in the Contract are for ease of reference only and do not affect the interpretation or construction of the Contract.

- (f) A reference to writing or written includes e-mails.
- (g) A reference to numbered clauses are references to the relevant clause in this Contract.
- (h) Any obligation on any Party not to do or omit to do anything shall include an obligation not to allow that thing to be done or omitted to be done.

## **2 BASIS OF CONTRACT**

- 2.1 The Contract comprises of the Award Letter, its Schedules and any Statements of Work, to the exclusion of all other terms and conditions, including any other terms that the Supplier seeks to impose or incorporate (whether in any quotation, confirmation of order, invoice, in correspondence or in any other context), or which are implied by trade, custom, practice or course of dealing.
- 2.2 If there is any conflict or inconsistency between the Award Letter, its Schedules and any Statement of Work, the provisions of the Statement of Work will prevail followed by the provisions of the Award Letter and the Conditions in this Schedule 1 to the extent necessary to resolve that conflict or inconsistency.

## **3 TERM**

- 3.1 This Contract shall take effect on the Commencement Date and shall expire on the Expiry Date, unless it is otherwise extended or terminated in accordance with the terms and conditions of this Contract.

## **4 SUPPLY OF SERVICES**

- 4.1 From time to time the Parties will enter into Statements of Work. The Contract terms in this Schedule 1 will apply to any Statement of Work that references this Contract. Each Statement of Work will become legally binding on the Parties only once it is executed by all Parties to it. In consideration of UKRI's agreement to pay the Charges set out in each Statement of Work, the Supplier shall for the Term provide the Services set out in each Statement of Work to UKRI in accordance with the terms of this Contract and any applicable Statement of Work.
- 4.2 The Supplier shall meet any performance dates for the Services (including the delivery of Deliverables) specified in the relevant Statement of Work.

4.3 In providing the Services, the Supplier shall unless otherwise agreed in the relevant Statement of Work:

- (a) co-operate with UKRI in all matters relating to the Services, and comply with all reasonable instructions of UKRI using reasonable endeavours to promote UKRI's interests;
- (b) perform the Services with reasonable skill, care and diligence in accordance with Good Industry Practice in the Supplier's industry, profession or trade;
- (c) use Staff who are suitably skilled and experienced to perform tasks assigned to them, and in sufficient number to ensure that the Supplier's obligations are fulfilled in accordance with this Contract;
- (d) ensure that the Services and Deliverables will conform with the Specifications and that the Deliverables shall be fit for any purpose expressly or impliedly made known to the Supplier by UKRI;
- (e) provide all equipment, tools and vehicles and such other items as are required to provide the Services;
- (f) use goods, materials, standards and techniques, and ensure that the Deliverables, and all goods and materials supplied and used in the Services or transferred to UKRI are of a quality in line with Good Industry Practice and are free from defects in workmanship, installation and design;
- (g) obtain and at all times maintain all necessary licences and consents, and comply with all applicable laws and regulations;
- (h) not do or allow anything to be done that would, or would be likely to, bring UKRI into disrepute or adversely affect its reputation in any way;
- (i) observe all health and safety rules and regulations and any other security requirements that apply at any of UKRI's premises; and
- (j) not do or omit to do anything which may cause UKRI to lose any licence, authority, consent or permission on which it relies for the purposes of conducting its business, and the Supplier acknowledges that UKRI may rely or act on the Services.

- 4.4 UKRI's rights under this Contract are without prejudice to and in addition to the statutory terms implied in favour of UKRI under the Supply of Goods and Services Act 1982 and any other applicable legislation as amended.

## **5 SUPPLY OF GOODS**

- 5.1 In consideration of UKRI's agreement to pay the Charges, the Supplier shall supply all Goods in accordance with the Contract. In particular, the Supplier warrants that the Goods shall:

- (a) conform with their description in the specifications (including the Specification), drawings, descriptions given in quotations, estimates, brochures, sales, marketing and technical literature or material (in whatever format made available by the Supplier) supplied by, or on behalf of, the Supplier;
- (b) be of satisfactory quality (within the meaning of the Sale of Goods Act 1979) and fit for any purpose held out by the Supplier or made known to the Supplier by UKRI, expressly or by implication, and in this respect UKRI relies on the Supplier's skill and judgement. The Supplier acknowledges and agrees that the approval by UKRI shall not relieve the Supplier of any of its obligations under this sub-clause;
- (c) where applicable, be free from defects (manifest or latent), in materials and workmanship and remain so for 12 months after Delivery;
- (d) be free from design defects;
- (e) comply with all applicable statutory and regulatory requirements relating to the manufacture, labelling, packaging, storage, handling and delivery of the Goods;
- (f) be supplied in accordance with all applicable legislation in force from time to time; and
- (g) be destined for supply into, and fully compliant for use in, the United Kingdom (unless specifically stated otherwise in the Specification).

- 5.2 In supplying the Goods, the Supplier shall co-operate with UKRI in all matters relating to the supply of the Goods and comply with all of UKRI's instructions.

- 5.3 The Supplier shall ensure that at all times it has and maintains all the licences, permissions, authorisations, consents and permits that it needs to carry out its obligations under the Contract.
- 5.4 UKRI and its representatives shall have the right to inspect and test the Goods at any time before Delivery.
- 5.5 If following such inspection or testing UKRI considers that the Goods do not conform or are unlikely to comply with the Supplier's undertakings at clause 5.1, UKRI shall inform the Supplier and the Supplier shall immediately take such remedial action as is necessary to ensure compliance.
- 5.6 Notwithstanding any such inspection or testing, the Supplier shall remain fully responsible for the Goods and any such inspection or testing shall not reduce or otherwise affect the Supplier's obligations under this Contract, and UKRI shall have the right to conduct further inspections and tests after the Supplier has carried out its remedial actions.
- 5.7 UKRI's rights under the Contract are without prejudice to and in addition to the statutory terms implied in favour of UKRI under the Sale of Goods Act 1979, the Supply of Goods and Services Act 1982 and any other applicable legislation as amended.

## **6 DELIVERY**

- 6.1 Unless otherwise agreed in writing by UKRI, the Supplier shall Deliver the Goods to UKRI on the Delivery Date (with the carriage paid) to the address(es) specified in the Statement of Work and in accordance with any other Delivery instructions provided to the Supplier.
- 6.2 Delivery of the Goods shall be completed once the completion of unloading the Goods from the transporting vehicle at the Delivery address has taken place (as well as any other specific arrangement agreed by the Parties has taken place) and UKRI has signed for the Delivery. The Supplier will unload the Goods at its own risk as directed by UKRI. The Goods will remain at the risk of the Supplier until Delivery to UKRI (including unloading) is complete and the Supplier has obtained sign-off of the Delivery Note by or on behalf of UKRI.
- 6.3 Unless otherwise stipulated by UKRI in writing to the Supplier, Deliveries shall only be accepted by UKRI on Working Days and during normal business hours.
- 6.4 The Supplier shall ensure that:
- (a) the Goods are properly packed and secured in such manner as to enable them to reach their destination in good condition:

- (b) each delivery of the Goods is accompanied by a Delivery Note; and
  - (c) if the Supplier requires UKRI to return any packaging material to the Supplier, that fact is clearly stated on the Delivery Note. Any such packaging material shall be returned to the Supplier at the Supplier's cost.
- 6.5 If the Supplier delivers to UKRI more than the quantity of Goods ordered, UKRI will not be bound to pay for the excess and any excess will remain at the Supplier's risk and will be returnable to the Supplier at the Supplier's expense.
- 6.6 If the Supplier delivers less than the quantity of Goods ordered, and UKRI accepts the delivery, a pro rata adjustment shall be made to the invoice for the Goods.
- 6.7 The Supplier shall not deliver the Goods in instalments without prior written consent from UKRI. Where it is agreed that the Goods are to be delivered in instalments, they may be invoiced and paid for separately.
- 6.8 The Supplier shall:
  - (a) obtain, at its risk and expense, any export and import licences or other authorisations necessary for the export and import of the Goods and their transit through any country or territory; and
  - (b) deal with all customs formalities necessary for the export, import and transit of the Goods, and will bear the costs of complying with those formalities and all duties, taxes and other charges payable for export, import and transit.
- 6.9 Without prejudice to UKRI's statutory rights, UKRI will not be deemed to have accepted any Goods until it has had at least 14 Working Days after Delivery to inspect them and UKRI also has the right to reject any Goods as though they had not been accepted for 14 Working Days after any latent defect in the Goods has become apparent.
- 6.10 Without prejudice to clause 13.1, any access to UKRI's premises and any labour and equipment that may be provided by UKRI in connection with Delivery of the Goods shall be provided without acceptance by UKRI of any liability in respect of any actions, claims, costs and expenses incurred by third parties for any loss or damages to the extent that such loss or damage is not attributable to the negligence or other wrongful act of UKRI, its servant or agent. The Supplier shall indemnify UKRI in respect of any actions, suits, claims, demands, losses, charges, costs and expenses, which UKRI may suffer or incur as a result of or in connection with any damage or injury (whether fatal or otherwise) occurring in the course of

Delivery or installation to the extent that any such damage or injury is attributable to any act or omission of the Supplier or the Staff.

## **7 TITLE, RISK AND USE**

7.1 Without prejudice to any other rights or remedies of UKRI, title and risk in the Goods shall pass to UKRI on completion of Delivery.

7.2 The Supplier warrants that:

- (a) it has full clear and unencumbered title to the Goods;
- (b) at the Delivery Date of any of the Goods it shall have full have unrestricted right, power and authority to sell, transfer and deliver all of the Goods to UKRI; and
- (c) on Delivery, UKRI shall acquire a valid and unencumbered title to the Goods.

## **8 REMEDIES**

8.1 UKRI's rights and remedies under the Contract are in addition to its rights and remedies implied by statute and common law.

8.2 Where (i) the Supplier fails to Deliver the Goods or part of the Goods including any instalment(s) or (ii) the Goods or part of the Goods do not comply with the provisions of clause 5 then without limiting any of its other rights or remedies in this Contract or implied by statute or common law, UKRI shall be entitled to:

- (a) terminate the Contract in whole or in part without liability to the Supplier;
- (b) accept late delivery of the Goods;
- (c) require the Supplier, free of charge, to deliver substitute Goods within the timescales specified by UKRI;
- (d) require the Supplier, free of charge, to repair or replace the rejected Goods, or to provide a full refund of the price of the rejected Goods (if paid);
- (e) reject the Goods (in whole or part) and return them to the Supplier at the Supplier's own risk and expense and UKRI shall be entitled to a full refund on those Goods or part of Goods duly returned;
- (f) buy the same or similar goods from another supplier; and



- (g) recover any expenses incurred in respect of buying the Goods from another supplier which shall include but not be limited to administration costs, chargeable staff time and extra delivery costs.

8.3 Without prejudice to any of its other rights or remedies in this Contract or implied by statute or common law, in the event that:

- (a) UKRI considers the Supplier is in breach of, or is likely to breach, clause 4.2 and the breach is capable of remedy; or
- (b) the Supplier commits a breach of clause 4.3 which is capable of remedy,

(each a “**Notifiable Breach**”), the Supplier must as soon as practicable but in any event within 5 Working Days (or as otherwise agreed by UKRI) of being notified by UKRI of the Notifiable Breach, submit a draft Remediation Plan to UKRI for approval. UKRI may, acting reasonably, consider the draft Remediation Plan as inadequate to rectify the Notifiable Breach and reject the draft, in which case the Supplier shall submit a revised Remediation Plan to UKRI for review within 3 Working Days (or as otherwise agreed by UKRI) of UKRI's notice rejecting the draft. Once the Remediation Plan is approved, the Supplier shall immediately start work on the actions set out in the approved Remediation Plan.

8.4 Where the Supplier fails to provide a Remediation Plan in accordance with the timescales specified in clause 8.3 or fails to comply with any approved Rectification Plan, UKRI shall be entitled to:

- (a) terminate the Contract with immediate effect by giving written notice to the Supplier;
- (b) recover from the Supplier any costs incurred by UKRI in performing the Services itself or obtaining substitute services from a third party;
- (c) a refund of the Charges paid in advance for Services that have not been provided by the Supplier; and
- (d) claim damages for any additional costs, loss or expenses incurred by UKRI which are in any way attributable to the Notifiable Breach and the Supplier's failure as described in this clause 8.4.

8.5 This Contract shall apply to any repaired or replacement Goods and any substituted or remedial Services provided by the Supplier.

## **9 UKRI OBLIGATIONS**

9.1 UKRI shall:

- (a) provide the Supplier with reasonable access at reasonable times to UKRI's premises for the purpose of providing the Goods and/or Services; and
  - (b) provide such information to the Supplier as the Supplier may reasonably request and UKRI considers reasonably necessary for the purpose of providing the Goods and/or Services
  - (c) UKRI may not disclose a Deliverable or make the benefit of the Services available to anyone else or refer to the contents of a Deliverable or the findings of the Supplier's work, except (i) as stated in the Contract, (ii) with the Supplier's prior written consent on terms to be agreed, (iii) where required by law or regulation, or (iv) to UKRI's lawyers or group members as long as UKRI tells them, in advance, that the Supplier accepts no liability to them and that no onward disclosure may be made.
  - (d) Unless otherwise set out in the Contract, UKRI will be responsible for obtaining all necessary rights for the use by UKRI and the recipients of the third party materials UKRI makes available to the Supplier or asks the Supplier to use, and for the use by the Supplier of these third party materials in the performance of the Services and the provision of any work product and Deliverables
  - (e) UKRI acknowledges that it should not rely on any oral advice and/or Deliverables. Any key information will be conveyed to UKRI in writing.
- 9.2 In the event that UKRI fails to comply with the UKRI Obligations and/or responsibilities set out in any applicable Statement of Work the Supplier shall be excused from the performance of the impacted Deliverables and/or Services unless otherwise agreed by the Parties. The Parties will discuss and agree the impact of any failure by UKRI in good faith and follow the change control procedure in clause 33 to update the relevant Statement of Work to reflect the impact on the Deliverables and/or Services accordingly.

## **10 CHARGES AND PAYMENT**

- 10.1 The Charges for the Goods and/or Services are set out in Schedule 3 and/or any applicable Statement of Work, and shall be the full and exclusive remuneration of the Supplier in respect of the supply of the Goods and/or Services. Unless otherwise agreed in writing by

UKRI, the Charges shall include every cost and expense of the Supplier directly or indirectly incurred in connection with the provision of the Goods and/or performance of the Services.

- 10.2 All amounts stated are exclusive of VAT which shall be charged at the prevailing rate where applicable. UKRI shall, where applicable and following the receipt of a valid VAT invoice, pay to the Supplier a sum equal to the VAT chargeable in respect of the Goods and/or Services.
- 10.3 The Supplier shall invoice UKRI at the times specified in Schedule 3 and/or the applicable Statement of Work and in accordance with this clause 10. If an invoicing schedule is not specified in Schedule 3 and/or the applicable Statement of Work, the Supplier shall invoice UKRI on or after the Delivery of the Goods or completion of the Services.
- 10.4 Each invoice shall include such supporting information required by UKRI to verify the accuracy of the invoice, including the relevant PO Number and a breakdown of the Goods and/or Services supplied in the invoice period as well as appropriate details in order to allow for payment via BACS transfer (sort code and bank account details).
- 10.5 In consideration of the supply of the Goods and/or Services by the Supplier, UKRI shall pay the invoiced amounts within 30 days of the date of a correctly rendered invoice after verifying that the invoice is valid and undisputed. Payment shall be made to the bank account nominated in writing by the Supplier unless UKRI agrees in writing to another payment method.
- 10.6 If UKRI fails to consider and verify an invoice in a timely fashion the invoice shall be regarded as valid and undisputed for the purpose of clause 10.5 after a reasonable time has passed (which shall be no less than 14 calendar days).
- 10.7 If there is a dispute between the Parties as to the amount invoiced, UKRI may reject the invoice in its entirety. The Supplier shall not suspend the supply of the Goods and/or Services unless the Supplier is entitled to terminate this Contract for a failure to pay undisputed invoice in accordance with clause 21.5. Any disputed invoices shall be resolved through the dispute resolution procedure detailed in Clause 31.
- 10.8 If a payment of an undisputed invoice is not made by UKRI by the due date, then UKRI shall pay the Supplier interest at the interest rate specified in the Late Payment of Commercial Debts (Interest) Act 1998, accruing on a daily basis from the due date up to the date of actual payment, whether before or after judgment.

10.9 Where the Supplier enters into a sub-contract, the Supplier shall include in that sub-contract:

- (a) provisions having the same effects as clauses 10.3 to 10.8 of this Contract; and
- (b) a provision requiring the counterparty to that sub-contract to include in any sub-contract which it awards provisions having the same effect as 10.3 to 10.9 of this Contract.
- (c) In this clause 10.9, "sub-contract" means a contract between two or more suppliers, at any stage of remoteness from UKRI in a subcontracting chain, made wholly or substantially for the purpose of performing (or contributing to the performance of) the whole or any part of this Contract.

10.10 The Supplier shall not be entitled to assert any credit, set-off or counterclaim against UKRI in order to justify withholding payment of any such amount in whole or in part. If any sum of money is recoverable from or payable by the Supplier under the Contract (including any sum which the Supplier is liable to pay to UKRI in respect of any breach of the Contract), that sum may be deducted unilaterally by UKRI from any sum then due, or which may come due, to the Supplier under the Contract or under any other agreement or contract with UKRI.

## **11 TAXATION OBLIGATIONS OF THE SUPPLIER**

11.1 The Supplier shall be fully responsible for all its own tax including any national insurance contributions arising from supplying the Goods and/or Services.

11.2 The Supplier shall indemnify, and shall keep indemnified, UKRI in full against all costs, claims, expenses, damages and losses, including any interest, penalties, fines, legal and other professional fees and expenses awarded against or incurred or paid by UKRI as a result of the Supplier's failure to account for or pay any taxes including any national insurance contributions.

## **12 UKRI PROPERTY**

12.1 The Supplier acknowledges that all information (including UKRI's Confidential Information), equipment and tools, drawings, specifications, data, software and any other materials supplied by UKRI (or its agents on behalf of UKRI) to the Supplier ("UKRI's Materials") and all rights in UKRI's Materials are and shall remain at all times the exclusive property of UKRI. The Supplier shall keep UKRI's Materials in safe custody at its own risk, maintain them in good condition until returned to UKRI, and not dispose or use the same other than for the

sole purpose of performing the Supplier's obligations under the Contract and in accordance with written instructions or authorisation from UKRI.

12.2 UKRI's Materials shall be returned promptly to UKRI on expiry or termination of the Contract.

12.3 The Supplier shall reimburse UKRI for any loss or damage to UKRI's Materials (other than deterioration resulting from normal and proper use) caused by the Supplier or any Staff. UKRI's Materials supplied by UKRI (or its agents on behalf of UKRI) shall be deemed to be in a good condition when received by the Supplier or relevant Staff unless UKRI is notified otherwise in writing within 5 Working Days.

### **13 PREMISES**

13.1 If, in connection with the supply of the Goods and/or Services, UKRI permits any Staff to have access to any of UKRI's premises, the Supplier will ensure that, whilst on UKRI's premises, the Staff comply with:

- (a) all applicable health and safety, security, environmental and other legislation which may be in force from time to time; and
- (b) any UKRI policy, regulation, code of practice or instruction relating to health and safety, security, the environment or access to and use of any UKRI laboratory, facility or equipment which is brought to their attention or given to them whilst they are on UKRI's premises by any employee or representative of UKRI.

13.2 All equipment, tools and vehicles brought onto UKRI's premises by the Supplier or the Staff shall be at the Supplier's risk.

13.3 If the Supplier supplies all or any of the Goods and/or Services at or from UKRI's premises, on completion of the Goods and/or Services or termination or expiry of the Contract (whichever is the earlier) the Supplier shall vacate UKRI's premises, remove the Supplier's plant, equipment and unused materials and all rubbish arising out of the provision of the Goods and/or Services and leave UKRI's premises in a clean, safe and tidy condition. The Supplier shall be solely responsible for making good any damage to UKRI's premises or any objects contained on UKRI's premises which is caused by the Supplier or any Staff, other than fair wear and tear.

13.4 If the Supplier supplies all or any of the Goods and/or Services at or from its premises or the premises of a third party, UKRI may, during normal business hours and on reasonable

notice, inspect and examine the manner in which the relevant Goods and/or Services are supplied at or from the relevant premises.

#### **14 STAFF AND KEY PERSONNEL**

14.1 If UKRI believes that any of the Staff are unsuitable to undertake work in respect of the Contract, it may, by giving written notice to the Supplier:

- (a) refuse admission to the relevant person(s) to UKRI's premises;
- (b) direct the Supplier to end the involvement in the provision of the Goods and/or Services of the relevant person(s); and/or
- (c) require that the Supplier replace any person removed under this clause with another suitably qualified person and procure that any security pass issued by UKRI to the person removed is surrendered,

and the Supplier shall comply with any such notice.

14.2 The Supplier shall:

- (a) ensure that all Staff are vetted in accordance with the Staff Vetting Procedures;
- (b) ensure that no person who discloses that he/she has a conviction that is relevant to the nature of the Contract, relevant to the work of UKRI, or is of a type otherwise advised by UKRI (each such conviction a “**Relevant Conviction**”), or is found by the Supplier to have a Relevant Conviction (whether as a result of a police check, the Staff Vetting Procedures or otherwise) is employed or engaged in the provision of any part of the supply of the Goods and/or Services;
- (c) if requested, provide UKRI with a list of names and addresses (and any other relevant information) of all persons who may require admission to UKRI's premises in connection with the Contract; and
- (d) procure that all Staff comply with any rules, regulations and requirements reasonably specified in writing by UKRI.

14.3 Any Key Personnel shall not be released from supplying the Goods and/or Services without the agreement of UKRI, except by reason of long-term sickness, maternity leave, paternity leave, termination of employment or other extenuating circumstances.

- 14.4 Any replacement to the Key Personnel shall be subject to the prior written agreement of UKRI (not to be unreasonably withheld). Such replacements shall be of at least equal status or of equivalent experience and skills to the Key Personnel being replaced and be suitable for the responsibilities of that person in relation to the Goods and/or Services.

## **15 TUPE**

- 15.1 Each Party warrants that the provision of the Goods and/or Services shall not give rise to a transfer of any employees of one Party or any third party to the other Party pursuant to TUPE.

## **16 ASSIGNMENT AND SUB-CONTRACTING**

- 16.1 The Supplier shall not without the written consent of UKRI assign, sub-contract, novate or in any way dispose of the benefit and/or the burden of the Contract or any part of the Contract. UKRI may, in the granting of such consent, provide for additional terms and conditions relating to such assignment, sub-contract, novation or disposal. The Supplier shall be responsible for the acts and omissions of its sub-contractors as though those acts and omissions were its own.
- 16.2 Where UKRI has consented to the placing of sub-contracts, the Supplier shall, at the request of UKRI, send copies of each sub-contract, to UKRI as soon as is reasonably practicable.
- 16.3 UKRI may (without any cost to or liability of UKRI) require the Supplier to replace any subcontractor where in the reasonable opinion of UKRI any mandatory or discretionary grounds for exclusion referred to in Regulation 57 of the Public Contracts Regulations 2015 (as amended) apply to the subcontractors.
- 16.4 UKRI may assign, novate, or otherwise dispose of its rights and obligations under the Contract with the consent of the Supplier provided that such assignment, novation or disposal shall not increase the burden of the Supplier's obligations under the Contract.

## **17 INTELLECTUAL PROPERTY RIGHTS**

- 17.1 Subject always to clause 17.6 all Intellectual Property Rights in any materials created or developed by the Supplier pursuant to this Contract or arising as a result of the supply of the Goods and/or Services, including the Deliverables, shall vest in UKRI on payment of the Charges. If, and to the extent, that the ownership of any Intellectual Property Rights in such materials vest in the Supplier by operation of law, the Supplier hereby assigns ownership of such Intellectual Property Rights to UKRI by way of a present assignment of future rights that shall take place immediately on payment of the relevant Charges of any such

Intellectual Property Rights, all its Intellectual Property Rights in such materials (with full title guarantee and free from all third party rights).

17.2 The Supplier shall obtain waivers of all moral rights in the products, including for the avoidance of doubt the Deliverables, of the Services to which any individual is now or may be at any future time entitled under Chapter IV of Part I of the Copyright Designs and Patents Act 1988 or any similar provisions of law in any jurisdiction.

17.3 The Supplier shall, promptly at the request of UKRI, do (or procure to be done) all such further acts and things and execute all such other documents as UKRI may from time to time require for the purpose of securing for UKRI the full benefit of the Contract, including all rights, title and interest in and to the Intellectual Property Rights assigned to UKRI in accordance with clause 17.1.

17.4 All Intellectual Property Rights in any materials provided by UKRI to the Supplier shall remain the property of UKRI. UKRI hereby grants the Supplier a royalty-free, non-exclusive and non-transferable licence to use:

- (a) any Intellectual Property Rights in the materials provided by UKRI to the Supplier;
- (b) any Intellectual Property Rights in the materials created or developed by the Supplier pursuant to this Contract and any Intellectual Property Rights arising as a result of the provision of the Goods and/or Services,

as required until termination or expiry of this Contract for the sole purpose of enabling the Supplier to perform its obligations under the Contract.

17.5 Without prejudice to clause 17.1, the Supplier hereby grants UKRI a perpetual, royalty-free, irrevocable and non-exclusive licence (with a right to sub-license) to use:

- (a) any Intellectual Property Rights vested in or licensed to the Supplier on the date of this Contract to the extent not falling within clause 17.1; and
- (b) any Intellectual Property Rights created during the Term to the extent not falling within clause 17.1,

including any modifications to or derivative versions of any such Intellectual Property Rights, which UKRI reasonably requires in order to exercise its rights and take the benefit of the Contract including the Goods and/or Services provided.

17.6 All Background IP is and shall remain the exclusive property of the party owning it (or, where applicable, the third party from whom its right to use the Background IP has derived).



Nothing in this Contract will provide UKRI with any rights in the Supplier's working papers or draft Deliverables.

## **18 INDEMNITY**

18.1 Subject always to clause 20.4, the Supplier shall indemnify, and shall keep indemnified, UKRI in full against all costs, claims, expenses, damages and losses (whether direct or indirect to include loss of profits, loss of business, depletion of good will and similar losses), including any interest, penalties, fines, legal and other professional fees and expenses awarded against or incurred or paid by UKRI as a result of or in connection with:

- (a) the Supplier's breach or negligent performance or non-performance of this Contract;
- (b) any claim brought against UKRI for actual or alleged infringement of a third party's Intellectual Property Rights arising out of, or in connection with, the manufacture, receipt, use or supply of the Goods and/or Services, to the extent that the claim is attributable to the acts or omissions of the Supplier or any Staff; 18.1 (b) shall only apply to indemnify any amounts payable under any judgment awarded against UKRI that will not be appealed or any final settlement approved by the Supplier, to the extent arising from a claim brought against UKRI in the United Kingdom by a third party alleging that the Services, work product or Deliverables provided by Supplier under the Agreement and/or any Statement of Work infringes that third party's intellectual property rights ('IPR Claim'). This indemnity is UKRI's sole and exclusive remedy for an IPR Claim and is conditional on UKRI: (i) having complied with and continuing to comply with the Agreement and/or relevant Statement of Work; (ii) notifying Supplier promptly of any actual or threatened IPR Claim; (iii) giving Supplier control of the defence and settlement of the IPR Claim; (iv) complying with all reasonable requests Supplier has (at Supplier's expense) in defending or settling the IPR Claim; (v) taking all reasonable steps to mitigate the amount of UKRI's loss; and (vi) not making any admission or acting in a way which may be prejudicial to any litigation or negotiation of the IPR Claim without Supplier's express written consent.
- (c) any claim made against UKRI by a third party for death, personal injury or damage to property arising out of, or in connection with, defects in Goods and/or Services, to the extent that the defect in the Goods and/or Services is attributable to the acts or omissions of the Supplier and the Staff; and

- (d) any claim whether in tort, contract, statutory or otherwise, demands, actions, proceedings and any awards arising from a breach by the Supplier of clause 15 of the Contract.

18.2 This clause 18 shall survive termination or expiry of the Contract.

## **19 INSURANCE**

19.1 Unless otherwise specified in the Award Letter, during the Term of the Contract and for a period of 6 years thereafter, the Supplier shall maintain in force the following insurance policies with reputable insurance companies to insure the Supplier against all manner of risks that might arise out of the acts or omissions of the Supplier or otherwise in connection with the Supplier's performance of its obligations under this Contract.

- (a) Professional indemnity insurance for not less than £2 million per claim;
- (b) loss, damage or destruction of any of UKRI's property under the custody and control of the Supplier, with a minimum sum insured of £5 million per claim;
- (c) public liability insurance for not less than £5 million per claim;
- (d) employer liability insurance for not less than £5 million per claim; and
- (e) product liability insurance for not less than £5 million for claims arising from any single event.

The Supplier shall ensure that UKRI's interest is noted on each insurance policy, or that a generic interest clause has been included.

19.2 On request from UKRI, the Supplier shall provide UKRI with copies of the insurance policy certificates and details of the cover provided.

19.3 From the Commencement Date, the Supplier shall notify UKRI in writing of any employer's liability or public liability incident arising out of or in connection with this Contract which:

- (a) has the potential to exceed £25,000 (twenty-five thousand pounds sterling) (excluding costs); and/or
- (b) irrespective of the claim's value, which may reasonably be considered to have the potential to adversely affect the reputation of UKRI,

within five (5) days of such an incident occurring.

- 19.4 The Supplier shall keep UKRI informed and up-to-date on the progress of any incident referred to in clause 19.3 and related claims, decisions taken in respect of liability and any movement of reserves with respect thereto.
- 19.5 The Supplier shall ensure that any subcontractors also maintain adequate insurance having regard to the obligations under the Contract which they are contracted to fulfil.
- 19.6 The Supplier shall:
- (a) do nothing to invalidate any insurance policy or to prejudice UKRI's entitlement under it; and
  - (b) notify UKRI if any policy is (or will be) cancelled or its terms are (or will be) subject to any material change.
- 19.7 The Supplier's liabilities under the Contract shall not be deemed to be released or limited by the Supplier taking out the insurance policies referred to in clause 19.1.
- 19.8 If the Supplier fails or is unable to maintain insurance in accordance with clause 19.1, UKRI may, so far as it is able, purchase such alternative insurance cover as it deems to be reasonably necessary and shall be entitled to recover all reasonable costs and expenses it incurs in doing so from the Supplier.

## **20 LIABILITY**

- 20.1 UKRI shall not be responsible for any injury, loss, damage, cost or expense suffered by the Supplier if and to the extent that it is caused by the negligence or wilful misconduct of the Supplier or the Staff or breach by the Supplier of its obligations under the Contract. The Supplier shall not be responsible for any injury, loss, damage, cost or expense suffered by UKRI if and to the extent that it is caused by the negligence or wilful misconduct of UKRI or by breach by UKRI of its obligations under the Contract.
- 20.2 Subject to clause 20.6, neither Party shall have any liability for:
- (a) any indirect or consequential loss or damage;
  - (b) any loss of business, rent, profit or anticipated savings;

- (c) any damage to goodwill or reputation;
  - (d) loss, theft, damage or destruction to any equipment, tools, machinery, vehicles or other equipment brought onto UKRI's premises by or on behalf of the Supplier; or
  - (e) any loss, damage, costs or expenses suffered or incurred by any third party.
- 20.3 Subject to clause 20.6, the aggregate liability of UKRI in respect of all defaults, claims, losses or damages howsoever caused, whether arising from breach of the Contract, misrepresentation (whether tortious or statutory), tort (including negligence), breach of statutory duty or otherwise shall in no event exceed 125% of the Charges paid or payable to the Supplier.
- 20.4 Subject always to clause 20.5 and 20.6, the Supplier's aggregate liability in respect of all defaults, claims, losses or damages howsoever caused, whether arising from breach of the Contract, the supply or failure to supply of the Goods and/or Services, misrepresentation (whether tortious or statutory), tort (including negligence), breach of statutory duty, under any indemnity or otherwise shall in no event exceed the Limit of Liability.
- 20.5 The Supplier's aggregate liability in respect of all defaults, claims, losses or damages howsoever caused under the indemnities in clause 18.1(b), **Error! Reference source not found.** and 27.1 shall be £5,000,000.00 (Five Million GBP).
- 20.6 Nothing in the Contract restricts either Party's liability for:
- (a) death or personal injury resulting from its negligence or that of its Staff; or
  - (b) its fraud (including fraudulent misrepresentation) by it or that of its Staff; or
  - (c) breach of any obligations as to title implied by Section 12 of the Sale of Goods Act 1979 or Section 2 of the Supply of Goods and Services Act 1982; or
  - (d) any other matter which, by law, may not be excluded or limited.

## 21 TERMINATION

- 21.1 UKRI may terminate the Contract in whole or in part at any time before the Goods and/or Services are provided with immediate effect by giving the Supplier written notice, whereupon the Supplier shall discontinue the provision of the Goods and/or Services (in whole or in part as applicable). UKRI shall pay to the Supplier:

- (a) such Charges or that part of the Charges for Goods which have been Delivered to UKRI or, on the deemed date of service of the notice of cancellation, are already in transit and the costs of materials which the Supplier has purchased to fulfil the order for the Goods and which cannot be used for other orders or be returned to the supplier of those materials for a refund; and/or
- (b) such Charges or that part of the Charges for Services provided and a fair and reasonable portion of the Charges for work-in-progress in performing the Services at the time of termination,

but UKRI shall not be liable for any loss of anticipated profits or any consequential loss and the Supplier shall have a duty to mitigate its costs and shall on request provide proof of work-in-progress claimed.

21.2 UKRI may terminate the Contract at any time by notice in writing to the Supplier to take effect on any date falling at least 3 months (or, if the Contract is less than 3 months in duration, at least 10 Working Days) later than the date of service of the relevant notice.

21.3 UKRI may terminate the Contract with immediate effect by giving written notice to the Supplier if:

- (a) the circumstances set out in clauses 8.2, 8.4 or **Error! Reference source not found.** apply; or
- (b) the Supplier is in material breach of any obligation under the Contract which is not capable of remedy; or
- (c) the Supplier breaches any term of the Contract and (if such breach is remediable) fails to remedy that breach within 30 days of being notified in writing of the breach; or
- (d) the Supplier repeatedly breaches any of the terms and conditions of this Contract in such a manner as to reasonably justify the opinion that its conduct is inconsistent with it having the intention or ability to give effect to the terms and conditions of this Contract; or
- (e) the Supplier suspends, or threatens to suspend, payment of its debts or is unable to pay its debts as they fall due or admits inability to pay its debts or (being a company) is deemed unable to pay its debts within the meaning of section 123 of the Insolvency Act 1986, or (being an individual) is deemed either unable to pay its debts or as having no reasonable prospect of so doing, in either case, within the

meaning of section 268 of the Insolvency Act 1986, or (being a partnership) has any partner to whom any of the foregoing apply; or

- (f) the Supplier commences negotiations with all or any class of its creditors with a view to rescheduling any of its debts, or makes a proposal for or enters into any compromise or arrangement with its creditors; or
- (g) (being a company) a petition is filed, a notice is given, a resolution is passed, or an order is made, for or in connection with the winding up of the Supplier; or
- (h) (being an individual) the Supplier is the subject of a bankruptcy petition or order; or
- (i) a creditor or encumbrancer of the Supplier attaches or takes possession of, or a distress, execution, sequestration or other such process is levied or enforced on or sued against, the whole or any part of its assets and such attachment or process is not discharged within 14 days; or
- (j) (being a company) an application is made to court, or an order is made, for the appointment of an administrator or if a notice of intention to appoint an administrator is given or if an administrator is appointed over the Supplier; or
- (k) a person becomes entitled to appoint a receiver over the Supplier's assets or a receiver is appointed over the Supplier's assets; or
- (l) any event occurs, or proceeding is taken, with respect to the Supplier in any jurisdiction to which it is subject that has an effect equivalent or similar to any of the events mentioned in clause 21.3(e) to clause 21.3(k) inclusive; or
- (m) there is a change of control of the Supplier (within the meaning of section 1124 of the Corporation Tax Act 2010); or
- (n) the Supplier suspends, or threatens to suspend, or ceases or threatens to cease to carry on, all or substantially the whole of its business; or
- (o) the Supplier's financial position deteriorates to such an extent that in UKRI's opinion the Supplier's capability to adequately fulfil its obligations under the Contract has been placed in jeopardy; or

- (p) (being an individual) the Supplier dies or, by reason of illness or incapacity (whether mental or physical), is incapable of managing his or her own affairs or becomes a patient under any mental health legislation.
- 21.4 The Supplier shall notify UKRI as soon as practicable of any change of control as referred to in clause 21.3(m) or any potential such change of control.
- 21.5 The Supplier may terminate the Contract by written notice to UKRI if UKRI has not paid any undisputed invoice within 90 days of it falling due or if the performance of the Contract (including the application of any fee arrangements) may breach a legal or regulatory requirement.
- 21.6 Termination or expiry of the Contract shall be without prejudice to the rights of either Party accrued prior to termination or expiry and shall not affect the continuing rights of the Parties under this clause and clauses 4, 5, 6, 7, 10, 11, 12, 15, 17, 18, 19, 20, 24, 25, 26, 27, 0, **Error! Reference source not found.**, 33, 35, 36 or any other provision of the Contract that either expressly or by implication has effect after termination.
- 21.7 Upon termination or expiry of the Contract, the Supplier shall immediately:
  - (a) cease all work on the Contract;
  - (b) deliver to UKRI all Deliverables and all work-in-progress whether or not then complete. If the Supplier fails to do so, UKRI and/or its representatives shall have the right to enter the Supplier's premises (which the Supplier shall not refuse) in order to take possession of all Deliverables and all work-in-progress. The Supplier shall allow UKRI and its representatives such access and assistance as required by UKRI and its representatives to take possession of the Deliverables and the work-in-progress. Until the Deliverables and the work-in-progress have been returned to UKRI, the Supplier shall be solely responsible for their safe keeping and will not use them for any purpose not connected with this Contract;
  - (c) cease use of and return (or, at UKRI's election, destroy) all of UKRI's Materials in the Supplier's possession or control (for the avoidance of doubt. nothing in this Contract will prevent the Supplier retaining copies of UKRI's Materials for the purposes of routine back-up and/or professional record keeping); and

- (d) give all reasonable assistance to UKRI and any incoming supplier of the Goods and/or Services (as applicable) at UKRI's expense; and
- (e) return or destroy UKRI's Confidential Information in accordance with clause 24.3.

## **22 DECLARATION OF INEFFECTIVENESS AND PUBLIC PROCUREMENT TERMINATION EVENT**

- 22.1 In the event that a Court makes a Declaration of Ineffectiveness, UKRI will promptly notify the Supplier in writing. The Parties agree that the provisions of clause 21.7 and this clause 22 will continue to apply as from the time when the Declaration of Ineffectiveness is made.
- 22.2 The Declaration of Ineffectiveness will not prejudice or affect any right, liability or remedy which has accrued or will accrue to either Party prior to or after such Declaration of Ineffectiveness in respect of the period prior to the Declaration of Ineffectiveness.
- 22.3 Consistent with UKRI's rights of termination implied into the Contract by Public Contracts Regulations 2015 (as amended), in the event of a Public Procurement Termination Event, UKRI shall promptly notify the Supplier and the provisions of clause 21.7 and this clause 22 shall apply as from the date of receipt by the Supplier of the notification of the Public Procurement Termination Event.
- 22.4 The Public Procurement Termination Event shall not prejudice or affect any right, liability or remedy which has accrued or shall accrue to either Party prior to or after such Public Procurement Termination Event in respect of the period prior to the Public Procurement Termination Event.
- 22.5 During any Court proceedings seeking a Declaration of Ineffectiveness or following notification of a Public Procurement Termination Event, UKRI may require the Supplier to prepare a contingency plan with the effect of achieving:
  - (a) An orderly and efficient cessation of the Contract or a transition of the provisions of the Goods and/or Services to UKRI or such other entity as UKRI may specify; and
  - (b) Minimal disruption or inconvenience to UKRI or to UKRI's supported organisations or clients,and the Parties agree that this shall have effect in the event a Declaration of Ineffectiveness is made or a Public Procurement Termination Event occurs.
- 22.6 Where there is any conflict between the provisions of clause 21.7 and this clause 22 and the contingency plan then the clauses of this Contract shall take precedence.



- 22.7 The Parties will comply with their respective obligations under any contingency plan (as agreed by the Parties, or where agreement cannot be reached, as reasonably determined by UKRI) in the event that a Declaration of Ineffectiveness is made or a Public Procurement Termination Event occurs.

## **23 GOVERNANCE AND RECORDS**

- 23.1 The Supplier shall:

- (a) attend progress meetings with UKRI at the frequency and times specified by UKRI and shall ensure that its representatives are suitably qualified to attend such meetings; and
- (b) submit progress reports to UKRI at the times and in the format specified by UKRI .

- 23.2 The Supplier shall keep and maintain until 6 years after the expiry or termination of the Contract, or as long a period as may be agreed between the Parties, full and accurate records of the Contract including the Goods and/or Services supplied under it and all payments made by UKRI. The Supplier shall on request afford UKRI and its representatives such access to those records as may be reasonably requested by UKRI in connection with the Contract.

- 23.3 UKRI may from time to time require the Supplier to complete the Cyber Essentials Questionnaire. The Supplier shall submit a completed Cyber Essentials Questionnaire to UKRI within 10 Working Days of a request from UKRI. UKRI shall not be liable for the Supplier's or the Staff's costs in complying with this clause 23.3.

- 23.4 The Supplier shall keep and maintain records of sub-contractors it uses to supply the Goods and/or Services, including whether the sub-contractor is an SME and the payments it has made to the sub-contractor as a result of the sub-contractor's work under this Contract. The Supplier shall provide such records to UKRI within 10 Working Days of a request from UKRI.

- 23.5 Where the estimated annual Charges are above £5 million, the Supplier shall:

- (a) advertise on the UK Government's Contracts Finder website all sub-contractor opportunities above £25,000 arising from and in connection with this Contract. Each advert shall provide a full and detailed description of the sub-contract opportunity with each of the mandatory fields on Contracts Finder being completed.
- (b) within 90 days of awarding a sub-contract, update the notice on Contracts Finder with details of the successful sub-contractor;

- (c) monitor the number, type and value of the sub-contract opportunities placed on Contracts Finder in its supply chain during the Term;
  - (d) provide reports on the information at clause 23.5(c) to UKRI in the format and frequency reasonably requested by UKRI; and
  - (e) promote Contracts Finder to its suppliers and encourage those organisations to register on Contracts Finder.
- 23.6 Clause 23.5 shall only apply to sub-contractor opportunities arising after the Commencement Date and UKRI may by giving its prior written approval decide to waive the obligations under Clause 23.5 in respect of any sub-contractor opportunity.

## **24 CONFIDENTIAL INFORMATION**

24.1 Subject to clause 24.2, each Party shall:

- (a) treat all Confidential Information it receives as confidential, safeguard it accordingly and not disclose it to any other person without the prior written permission of the Disclosing Party; and
- (b) not use or exploit the Disclosing Party's Confidential Information in any way except for the purposes anticipated under the Contract.

24.2 Notwithstanding clause 24.1, a Receiving Party may disclose Confidential Information:

- (a) where disclosure is required by applicable law or by a court of competent jurisdiction;
- (b) to its auditors or for the purposes of regulatory requirements;
- (c) on a confidential basis, to its professional advisers;
- (d) to the Serious Fraud Office where the Receiving Party has reasonable grounds to believe that the Disclosing Party is involved in activity that may constitute a criminal offence under the Bribery Act 2010;
- (e) where the Receiving Party is the Supplier, to the Staff on a need to know basis to enable performance of the Supplier's obligations under the Contract provided that the Supplier shall procure that any Staff to whom it discloses Confidential Information pursuant to this clause (e) shall observe the Supplier's confidentiality obligations under the Contract; and
- (f) where the Receiving Party is UKRI:

- (i) on a confidential basis to the employees, agents, consultants and contractors of UKRI;
- (ii) on a confidential basis to any other Central Government Body, any successor body to a Central Government Body or any company to which UKRI transfers or proposes to transfer all or any part of its business;
- (iii) to the extent that UKRI (acting reasonably) deems disclosure necessary or appropriate in the course of carrying out its public functions; or
- (iv) in accordance with clause 0;
- (v) and for the purposes of the foregoing, references to disclosure on a confidential basis shall mean disclosure subject to a confidentiality agreement or arrangement containing terms no less stringent than those placed on UKRI under this clause 24.

24.3 All documents and other records (in whatever form) containing Confidential Information supplied to or acquired by the Receiving Party from the Disclosing Party or its representatives shall be returned promptly to the Disclosing Party (or, at the election of the Disclosing Party, destroyed promptly) on expiry or termination of the Contract, and no copies shall be kept.

24.4 Nothing in this Contract will require either Party to breach an obligation of confidentiality owed to any third party.

## **25 TRANSPARENCY**

25.1 The Parties acknowledge that, except for any information which is exempt from disclosure in accordance with the provisions of the FOIA or EIR, the content of the Contract is not Confidential Information and the Supplier hereby gives its consent for UKRI to publish this Contract in its entirety to the general public (but with any information that is exempt from disclosure in accordance with the FOIA or EIR (as applicable) redacted) including any changes to the Contract agreed from time to time. UKRI may consult with the Supplier to inform its decision regarding any redactions but shall have the final decision in its absolute discretion whether any of the content of the Contract is exempt from disclosure in accordance with the provisions of the FOIA or EIR.

## **26 PUBLICITY**

26.1 The Supplier shall not make any press announcements or publicise this Contract in any way without prior written consent from UKRI.

26.2 UKRI shall be entitled to publicise this Contract in accordance with any legal obligation upon UKRI, including any examination of this Contract by the National Audit Office pursuant to the National Audit Act 1983 or otherwise.

26.3 The Supplier shall not do anything or cause anything to be done, which may damage the reputation of UKRI.

## **27 DATA PROTECTION**

In this clause 27, the terms, “processes”, “data controller” and “data processor” shall have the same meanings given to them under Data Protection Legislation.

The Parties acknowledge that for the purposes of Data Protection Legislation, UKRI and the Supplier are independent data controllers of any UKRI Personal Data. For Services where the Supplier acts as a data processor the Parties will separately agree data processing terms which comply with applicable Data Protection Legislation.

Both parties shall, and shall procure that the Staff, comply with all Data Protection Legislation in relation to any Personal Data processed under the agreement.

27.1 Notwithstanding any other remedies available to UKRI, fully indemnify UKRI as a result of any such breach of the GDPR, by the Supplier or any other party used by the Supplier in its performance of the Contract that results in UKRI suffering fines, loss or damages.

27.2 In respect of any personal data shared with the Supplier, the Supplier assumes UKRI has the necessary authority for the Supplier to use and transfer it in accordance with the Contract, and that data subjects have been given necessary information regarding its use. The Parties shall work together to ensure that each of them is able to Process the personal data it processes under or in connection with this Contract for the purposes contemplated by this Contract lawfully, fairly and in a transparent manner and in compliance with the Data Protection Legislation. This shall include but not be limited to entering into such other written agreements as may be required from time to time to enable each party to comply with the Data Protection Legislation.

27.3 The Supplier may transfer personal data shared with it to other Supplier firms and contractors in relation to any of the purposes set out in clause 27.8. Some of these recipients may be located outside the UK or the European Union. The Supplier will carry out such transfers only where it has a lawful basis to do so including to a recipient who is: (i) in a country which provides an adequate level of protection for Personal Data; or (ii) under an agreement which covers the UK or EU requirements

governing contracts for the transfer of Personal Data to processors outside the UK or EU as appropriate. Where the Services involve a transfer of EU citizens' personal data to the Supplier, and no other appropriate safeguard or exemption applies, those transfers will be carried out in accordance with the controller to controller model contractual clauses in Commission Decision 2004/915/EC, or the controller to processor model contractual clauses in Commission Decision 2010/87/EU, or any successor model contractual clauses that the European Commission issues to replace them, as appropriate. Those clauses will be deemed to form part of the Contract. Full details of how The Supplier uses personal data can be found in the privacy statement: <https://www.pwc.co.uk/who-we-are/privacy-statement.html>.

#### 27.4

Where The Supplier acts as a Data Processor in relation to UKRI's Personal Data it will: (i) process it only on UKRI's lawful written instructions; (ii) implement appropriate measures designed to ensure its security, including by imposing confidentiality obligations on relevant personnel; (iii) transfer it only to sub-processors (as set out in the PwC UK privacy statement) under a written contract which imposes obligations consistent with those in this clause 27.7 and UKRI authorise The Supplier to transfer Personal Data to them; (iv) provide UKRI with reasonable assistance in carrying out any legally required data protection impact assessments, complying with the rights of data subjects and complying with your own data security obligations under applicable data protection legislation; (v) notify UKRI without undue delay after becoming aware of a breach in respect of it; (vi) on your request either return or destroy Personal Data when the agreement ends; and (vii) on UKRI's written request, The Supplier to provide reasonable information necessary to demonstrate compliance with this clause, which may include any available third party security audit reports.

(a)

27.5 UKRI shall be responsible for determining (in its absolute discretion) whether any Information:

(a) is exempt from disclosure in accordance with the provisions of FOIA or EIR;

(b) is to be disclosed in response to a Request for Information,

27.6 The Supplier acknowledges that UKRI may be obliged under the FOIA or EIR to disclose Information, in some cases even where that Information is commercially sensitive:

- (a) without consulting with the Supplier, or
- (b) following consultation with the Supplier and having taken its views into account.

## **CORRUPTION**

**28** Without prejudice to any other rights or remedies available to UKRI, UKRI shall be entitled to terminate the Contract immediately and to recover from the Supplier the amount of any loss resulting from such termination if the Supplier or the Supplier's Associate:

offers or agrees to give any person working for or engaged by UKRI, UKRI's staff and agents, or any Public Body any favour, gift or other consideration, which could act as an inducement or a reward for any act or failure to act connected to the Contract, or any other agreement with UKRI or any Public Body;

28.1 has entered into the Contract if it has knowledge that, in connection with it, any money has been, or will be, paid to any person working for or engaged by UKRI, or any Public Body by or for the Supplier, or that an agreement has been reached to that effect, unless details of any such arrangement have been disclosed in writing to UKRI before the Contract is entered into;

- (a) breaches the provisions of the Prevention of Corruption Acts 1889 to 1916, or the Bribery Act 2010; or
- (b) gives any fee or reward the receipt of which is an offence under Section 117(2) of the Local Government Act 1972.
- (c) The Supplier shall take all reasonable steps, in accordance with Good Industry Practice, to prevent fraud by the Supplier and the Supplier's Associates in connection with the Contract and shall notify UKRI immediately if it has reason to suspect that any fraud has occurred or is occurring or is likely to occur.
- (d) For the purposes of clause **Error! Reference source not found.**, "loss" shall include, but shall not be limited to:

28.2 UKRI's costs in finding a replacement supplier;

28.3 direct, indirect and consequential losses; and

- (a) any loss suffered by UKRI as a result of a delay in the performance of the Services or its receipt of the Goods (as applicable).
- (b) direct, indirect and consequential losses; and
- (c) any loss suffered by UKRI as a result of a delay in the performance of the Services or its receipt of the Goods (as applicable).

## **29 MODERN SLAVERY ACT 2015**

29.1 In performing its obligations under this Contract, the Supplier shall and shall ensure that any permitted sub-contractors shall comply with:

- (a) all applicable laws, statutes and regulations from time to time in force, including but not limited to the Modern Slavery Act 2015; and
- (b) Any anti-slavery policy adopted by UKRI and provided to the Supplier in writing from time to time.

29.2 UKRI may from time to time require the Supplier to provide information and evidence to demonstrate its and its sub-contractors' compliance with clause 29.1. The Supplier shall provide such information with 10 Working Days of a request from UKRI for the same. A breach of this clause 29.1 shall be deemed a material breach for the purpose of clause 21.3(b).

## **30 FORCE MAJEURE**

30.1 Neither Party to this Contract shall in any circumstances be liable to the other for any delay or non-performance of its obligations under this Contract to the extent that such delay or non-performance is due to a Force Majeure Event. Subject to Clause 30.3, the date for performance of any affected obligations will be suspended for a period equal to the delay caused by the Force Majeure Event.

30.2 If a Party is delayed in or prevented from performing its obligations under this Contract by a Force Majeure Event, such Party shall:

- (a) give notice in writing of such delay or prevention to the other Party specifying the nature and extent of the Force Majeure Event immediately on becoming aware of it; and

- (b) use all reasonable endeavours to mitigate the effects of the Force Majeure Event on the performance of its obligations.
- 30.3 If the Force Majeure Event continues for a period of 30 (thirty) days or more following notification, then either Party may terminate this Contract by giving not less than 10 (ten) days' prior written notice to the other Party.
- 30.4 UKRI shall not be liable to pay the Charges in relation to any Goods and/or Services that are not provided by the Supplier due to a Force Majeure Event.

## **31 DISPUTE RESOLUTION**

- 31.1 The Parties agree to co-operate with each other in an amicable manner with a view to achieving the successful implementation of this Contract.
- 31.2 If a Dispute arises between UKRI and the Supplier during the Term in relation to any matter which cannot be resolved by local operational management either Party may refer the matter for determination in accordance with the procedure set out in Clause 31.3.
- 31.3 A Dispute referred for determination under clause 31.2 shall be resolved as follows:
  - (a) by referral in the first instance to the decision of the individuals for each Party referred to in the Award Letter for stage 1 escalations; and
  - (b) if a Dispute is not resolved within 21 days of its referral pursuant to Clause 31.3(a) such Dispute shall be referred to the individuals for each Party referred to in the Award Letter for stage 2 escalations.
- 31.4 If the dispute cannot be resolved by the Parties within one month of being escalated as referred to in Clause 31.3(b), the dispute may by agreement between the Parties be referred to a neutral adviser or mediator (the "**Mediator**") chosen by agreement between the Parties. All negotiations connected with the dispute shall be conducted in confidence and without prejudice to the rights of the Parties in any further proceedings.
- 31.5 If the Parties fail to appoint a Mediator within one month, or fail to enter into a written agreement resolving the dispute within one month of the Mediator being appointed, either Party may exercise any remedy it has under applicable law.
- 31.6 Neither Party shall be prevented from, or delayed in, seeking orders for specific performance or interlocutory or final injunctive relief on an ex parte basis or otherwise as a result of the



terms of this Clause 31, such clause not applying in respect of any circumstances where such remedies are sought.

## **32 CHANGE CONTROL PROCEDURE**

32.1 In the event that either party desires to change the terms of this Contract, the following procedures will apply:

- (a) the Party requesting the change will deliver a "Change Request" (in the form (or substantially in the same form) contained in Schedule 5 to this Contract) which describes:
  - (i) the nature of the change;
  - (ii) the reason for the change;
  - (iii) the effect that the requested change will have on the scope or Statement of Work for the Services; and
  - (iv) any change to the Charges and the Term.
- (b) Upon receipt of a Change Request, the receiving Party's authorised representative will contact his/ her counterpart within 5 working days to discuss and agree the Change Request. The parties will negotiate the proposed changes to the Contract in good faith and agree a timeline in which to finalise the Change Notice.
- (c) Neither party is obliged to agree to a Change Request, but if the parties do agree to implement such a Change Request, the appropriate authorised representatives of both parties will sign the Change Request which will be effective from the date set out in the Change Request.
- (d) If there is any conflict between the terms and conditions set out in the Contract and the Change Request, then the terms and conditions set out in the most recent fully executed Change Request will apply.
- (e) The Supplier shall neither be relieved of its obligations to supply the Goods and/or Services in accordance with the terms and conditions of this Contract nor be entitled to an increase in the Charges as the result of:
  - (i) a General Change in Law; or

- (ii) a Specific Change in Law where the effect of that Specific Change in Law on the Goods and/or Services is reasonably foreseeable at the Commencement Date.

### **33 ENTIRE AGREEMENT**

- 33.1 The Contract constitutes the entire agreement between UKRI and the Supplier in relation to the supply of the Services and/or Goods and the Contract supersedes and replaces any prior written or oral agreements, representations or understandings between them relating to that subject matter. The Parties confirm that they have not entered into the Contract on the basis of any representation that is not expressly incorporated into the Contract. Nothing in this clause shall exclude liability for fraud or fraudulent misrepresentation.

### **34 NOTICES**

- 34.1 Any notice to be given under the Contract shall be in writing and may be served by personal delivery, first class or recorded post or, subject to clause 34.3, e-mail to the address of the relevant Party set out in the Award Letter, or such other address as that Party may from time to time notify to the other Party in writing.
- 34.2 Notices served as above shall be deemed served on the Working Day of delivery provided delivery is before 5.00pm on a Working Day. Otherwise delivery shall be deemed to occur on the next Working Day. An email shall be deemed delivered when sent unless an error message is received.
- 34.3 Notices under clauses 21, 22 and 30 may be served by email only if the original notice is then sent to the recipient by personal delivery or recorded delivery in the manner set out in clause 34.1.

### **35 GENERAL**

- 35.1 If any court or competent authority finds that any provision of the Contract (or part of any provision) is invalid, illegal or unenforceable, that provision or part-provision shall, to the extent required, be deemed to be deleted, and the validity and enforceability of the other provisions of the Contract shall not be affected.
- 35.2 If any invalid, unenforceable or illegal provision of the Contract would be valid, enforceable and legal if some part of it were deleted, the provision shall apply with the minimum modification necessary to make it legal, valid and enforceable.

- 35.3 A waiver of any right or remedy under the Contract is only effective if given in writing and shall not be deemed a waiver of any subsequent breach or default. No failure or delay by a party to exercise any right or remedy provided under the Contract or by law shall constitute a waiver of that or any other right or remedy, nor shall it preclude or restrict the further exercise of that or any other right or remedy. No single or partial exercise of such right or remedy shall preclude or restrict the further exercise of that or any other right or remedy.
- 35.4 The Contract shall not constitute or imply any partnership, joint venture, agency, fiduciary relationship or other relationship between the Parties other than the contractual relationship expressly provided for in the Contract. Neither Party shall have, nor represent that it has, any authority to make any commitments on the other Party's behalf.
- 35.5 A person who is not a Party to this Contract shall have no right to enforce any of its provisions, which expressly or by implication, confer a benefit on him or her, without the prior written agreement of the Parties.
- 35.6 The Contract cannot be varied except in writing signed by a duly authorised representative of both the Parties.

## **36 GOVERNING LAW AND JURISDICTION.**

- 36.1 The Contract, and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims), shall be governed by, and construed in accordance with, English law, and the parties irrevocably submit to the exclusive jurisdiction of the courts of England and Wales.

## **Schedule 2 - Specification**

- 1 The Suppliers shall provide the Goods and/or Services in accordance with this Schedule
- 2.

### **1. Background**

#### **Introduction**

The purpose of this tender is to identify a provider of specified core tax services and deliverables, and ad hoc advisory and strategic support to UK Research and Innovation (UKRI) and its subsidiaries in relation to:

- the annual calculation of Corporation Tax including Capital Gains and Losses for UKRI and its wholly owned subsidiaries\* starting in the financial year 2023-24;(UKRI's Financial Year is 1<sup>st</sup> April, until 31<sup>st</sup> March in the year following), for the five financial years ending 31 March 2028. Draft or results of the annual calculation of Corporation Tax are to be available at pre-agreed times so they can be entered to the respective Financial Year End Accounts for UKRI and its wholly owned subsidiaries<sup>1</sup>
- for UKRI and its wholly owned subsidiaries, a requirement for provision to support the annual submission of the Corporation Tax returns by whatever means mandated by His Majesty's Revenue & Customs (HMRC), for the five financial years ending 31 March 2028, aligned with the statutory timings required for these returns by HMRC
- provision of expertise and advice to ensure UKRI and its wholly owned subsidiaries can maintain compliance with all direct and indirect taxation legislation and regulation across all the jurisdictions<sup>2</sup> in which they operate including (but not limited to) applicable: company; ad valorem/sales; payroll/employment; import/export taxation and duties; and withholding tax
- provision of expertise and advice to ensure UKRI and its wholly-owned subsidiaries can report with annual financial statements, where applicable, against the requirements of IAS12 – Income Taxes, with relation to deferred taxation reporting and disclosures

UKRI does not hold specialist tax expertise inhouse and has decided to tender for outside expertise to support and complete these tasks.

#### **Background to the Requirement**

United Kingdom Research & Innovation (UKRI) is a "Body Corporate", established on 30th March 2018, by the commencement of Part 3 of the Higher Education and Research Act 2017 (HERA 2017), and Research Act 2017 (Commencement No:3) regulations 2018.

UKRI is also a Non-Departmental Public Body (NDPB) which is sponsored by the Department for Science, Innovation & Technology (DSIT).

UKRI has three wholly owned subsidiaries: Innovate UK Loans Limited, Knowledge Transfer Network Ltd, STFC Innovations Ltd. UKRI has a Group VAT Registration that encompasses UKRI and STFC Innovations Ltd, and two of UKRI's joint ventures, UK Shared Business Services and Diamond Light Source (this contract).

<sup>1</sup> UKRI's wholly owned subsidiaries are: Innovate UK Loans Limited, Knowledge Transfer Network Ltd, STFC Innovations Ltd. This structure could be subject to change during the lifetime of this contract

<sup>2</sup> UKRI conducts trade with companies, treaty organisations, governmental entities and non-governmental organisations in jurisdictions including but not limited to the European Union; Switzerland; USA as well as engaging staff directly or indirectly in Belgium, China, India, and the USA

UKRI is the merger of seven Research Councils; Innovate UK, and the research funding arm of the former Higher Education Funding Council for England (HEFCE), now known as Research England.

The primary area of UKRI business that will be involved are the Finance & Human Resources departments of UKRI.

## **2. Aims and Objectives of the Project**

The main purpose of the tender is to find a provider who has competence and knowledge across direct and indirect taxation within the UK and international jurisdictions.

To define the basis for Commercial (trading) and Non-Commercial (Non-Trading) activities that underline potential liabilities, and recoveries on Corporation Tax for both UKRI and its wholly owned subsidiaries.

To provide justification for the basis of the Annual calculations for Corporation Tax, that will be part of the Budgetary and Cash Flow control of UKRI and its wholly owned subsidiaries, and for the inclusion of the calculations into the Annual Accounts of these organisations, for the period of the tender.

To be compliant with HMRC statutory requirements in completing Corporation Tax.

To be able to assess Budgetary and Cash Flow timings and consequences.

To allow knowledge of Corporation Tax analysis and knowledge to be passed to UKRI and Knowledge Transfer Network Ltd staff.

To have access to advice, knowledge, and support on indirect and direct taxation to ensure compliance in all jurisdictions in which UKRI operates.

## **3. Requirement**

- 1) UKRI and its wholly owned subsidiaries will need an estimate and assumptions of its Corporation Tax liability, to determine which Corporation Tax payment and return threshold it meets i.e., up to £1.5 Million, Greater than £1.5 Million and up to £20 Million, and Greater than £20 Million, to determine the timings of Statutory Returns and Payments for each of the Accounting Periods covered within this tender (i.e., 1<sup>st</sup> April 2023 to March 2028). Based on which ever Corporation Tax threshold each entity falls within, it will expect at least three working weeks before a return and payment is to be made, to be advised of the amount of the Corporation Tax liability, to allow Budget and Cash Flow considerations to be taken account of.
- 2) All entities require an estimate of its Corporation Tax position for the tax year ending 202x to be available by 31<sup>st</sup> May of the following tax year to allow timely inclusion of estimated and materially correct tax liabilities in each entities' statutory accounts.
- 3) All entities require the final computation of its Corporation Tax liability for the tax year ending 202x to be available by 31<sup>st</sup> January of the following calendar year
- 4) Advise UKRI on nature and value of deferred tax assets and liabilities which it may seek to recognize and disclose in its financial statements arising from the activities undertaken in UKRI, Innovate UK Loans Limited, and UKRI's other subsidiaries, STFC Innovation Ltd and Knowledge Transfer Network Ltd

- 5) Professional advisory services from suitably qualified and competent advisors to ensure UKRI can maintain ongoing compliance with all direct and indirect taxation requirements placed on it across all relevant jurisdictions. Advice must be available on a 'call off' basis as required by UKRI and its wholly owned subsidiaries to ensure UKRI can:
  - a. proactively plan for tax requirements arising from its current and planned business activities
  - b. respond to changes in the regulatory environment in which it operates
  - c. react to emerging issues and risks relating to direct and indirect taxation

This will entail pre-agreed plans of work to support business-as-usual activity or projects/programmes, and *ad hoc* specialist advice to support responses to emerging issues and risks.

UKRI may require access to expertise such that it can maintain compliance with all direct and indirect taxation legislation and regulation across all the jurisdictions in which it operates including (but not limited to) applicable: company; ad valorem/sales; payroll/employment; import/export taxation and duties; and withholding tax.

#### **4. Scope**

For tax purposes, this will include all UKRI's business, including the business of its Institutes, as well as the activities of its wholly owned subsidiaries is in scope for the work involved; scope will extend to all Commercial and Non-Commercial activities. No area of UKRI or its wholly owned subsidiaries is deemed out of scope.

#### **5. Budget and Pricing Submission**

The maximum budget for this Contract is up to a value of £500,000.00.

As part of the response to this procurement, under Question AW5.2 Bidders will be asked to provide their schedule of rates that will be the maximum rates that can be charged for this Contract.

All rates provided within this schedule will be fixed rates until Wednesday, 31<sup>st</sup> December 2025 and then may be varied annually in agreement with the Contracting Authority. Any variation of rates will be done in line with the Consumer Price Inflation (CPI) Index.

All call-off projects under this Contract will be bound by the maximum rates submitted within AW5.2.

At the point that a new project is identified, the successful Supplier will be required to provide their timescales for completion and the price breakdown associated. As part of Contract Management all call-off projects will be checked to ensure they are compliant with the Suppliers AW5.2 pricing submission.

#### **6. Terms and Conditions**

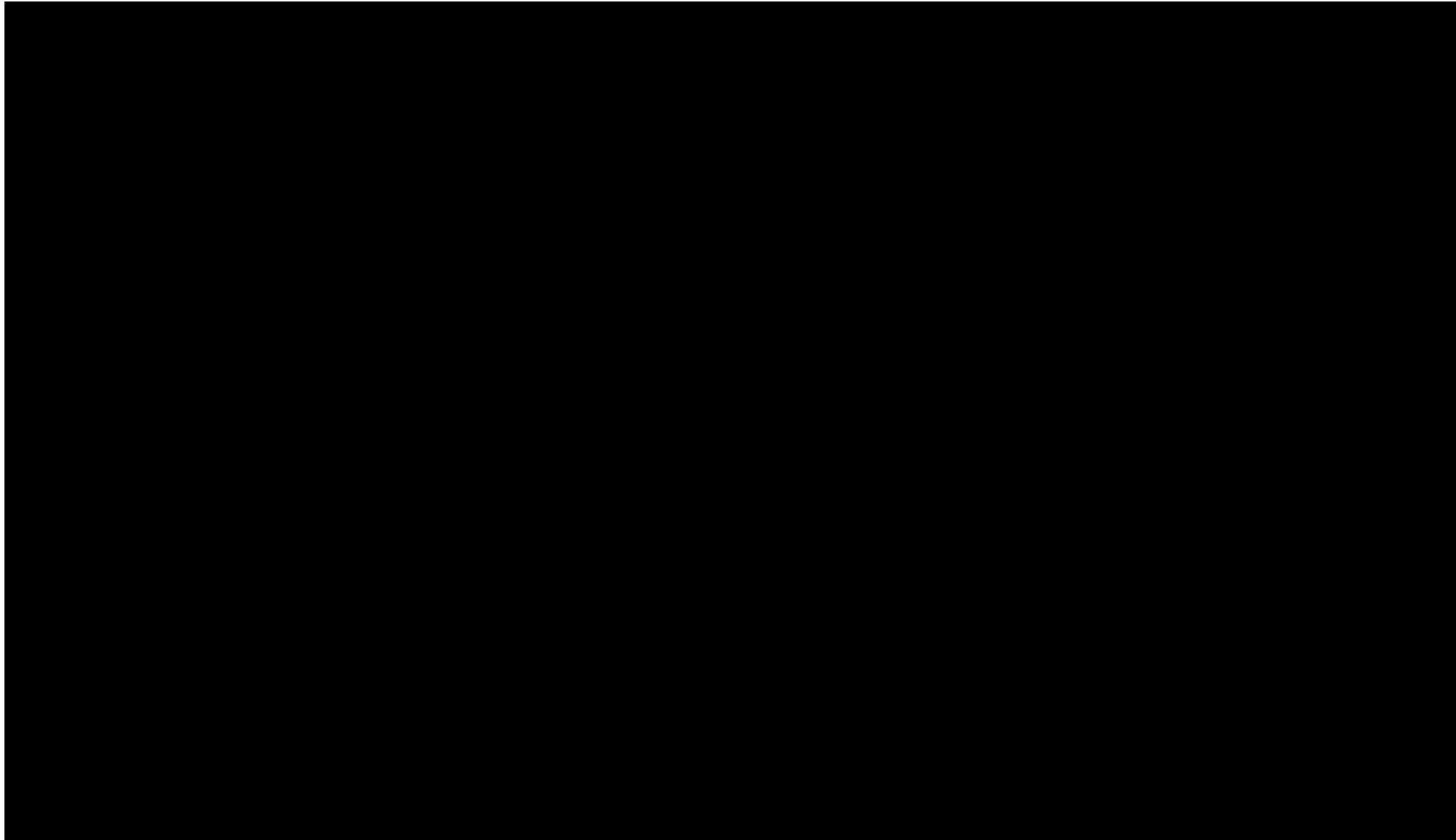
Bidders are to note that any requested modifications to the Contracting Authority Terms and Conditions on the grounds of statutory and legal matters only, shall be raised as a formal clarification during the permitted clarification period.

#### **7. Contract Duration**

The initial Contract period will be Monday, 4<sup>th</sup> December 2023 – Thursday, 31<sup>st</sup> December 2026, with the option to extend till Friday, 31<sup>st</sup> December 2027 and then a final extension till Friday, 29<sup>th</sup> December 2028.

### **Schedule 3 - Charges**

- 1** The Charges for the Goods and/or Services shall be as set out in this Schedule 3.
- 2** The Charges for the Services are set out in the Appendix to this Schedule 3.
- 3** The Contract shall not exceed the Maximum Contract Budget of £500,000.00 excluding VAT for the full term.
- 4** All rates submitted within the AW5.2 Price Schedule shall remain firm and fixed for the first 2 years of the Contract (Monday, 4th December 2023 – Wednesday, 31st December 2025) and then variable on the 31st December for every subsequent year in line with the Consumer Price Inflation (CPI) Index.
- 5** The Contract rates that are to be used during this contract are as below.





**Schedule 4 - Key Personnel**

Key Personnel (name and title)		Role in the performance of this Contract	

### Schedule 5 - Change Control Notice

<b>Contract Reference:</b>					
<b>1. Change Request Number:</b>					
<b>2. Requested amendments to Contract (including reasons):</b>					
<b>2.1 Effective date:</b>					
<p>This change is effective from: _____</p>					
<b>2.2 The Contract Term is amended as follows:</b>					
<p>Original Expiry Date: _____</p> <p>New Expiry Date: _____</p>					
<b>3. Cost impact</b>					
<b>3.1 The Charges are amended as follows:</b>					
	<b>Quantity</b>	<b>Unit cost (£)</b>	<b>Net cost (£)</b>	<b>VAT (£)</b>	<b>Gross cost (£)</b>
Original Contract Value					
New contract Value					
<b>3.2 New Contract terms:</b>					

Both UKRI and the Supplier agree that they are bound by the terms and conditions set out in this Change Request and, except as set out in this Change Request, all terms and conditions of the Contract remain in full force and effect.

Signed on behalf of

Signed on behalf of

**UK Research and Innovation**

**PricewaterhouseCoopers LLP**

by:

by:

\_\_\_\_\_  
Signature of authorised officer

\_\_\_\_\_  
Signature of authorised person

\_\_\_\_\_  
Name of authorised officer (please print)

\_\_\_\_\_  
Name of authorised person (please print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## Schedule 6 – GDPR Annex

### Annex 1 - Processing Personal Data

This Annex shall be completed by the Controller, who may take account of the view of the Processors, however the final decision as to the content of this Annex shall be with the Relevant Authority at its absolute discretion.

1.1 The contact details of the Relevant Authority's Data Protection Officer are:

1.2 The contact details of the Supplier's Data Protection Officer are:

1.3 The Processor shall comply with any further written instructions with respect to Processing by the Controller.

1.4 Any such further instructions shall be incorporated into this Annex.

Description	Details
Roles and responsibilities of the parties	UKRI and The Supplier are separate controllers for: (a) the name, business contact details and related personal data processed about each other's personnel in order to: (i) administer, manage and develop its business services; (ii) carry out security, quality and risk management activities; (iii) provide the other with information about its range of services; and (iv) comply with any requirement of law, regulation or a professional body which it is a member of. (2) Personal Data shared with The Supplier by UKRI in order to perform the services.
Subject matter of the processing	Information relating to UKRI's taxation affairs; this will include Corporation/business taxes, VAT and payroll taxes.  Processing will be undertaken to support UKRI complying with taxation legislation and regulation in the countries in which it operates.

Duration of the processing	<p>Processing will take place from January 2024 for the duration of the Contract (This Contract is being let on a 3 +1 +1 basis) plus a Supplier retention period of 12 months.</p> <p>The Contract will end on Thursday, 31<sup>st</sup> December 2026, with the option to extend till Friday, 31<sup>st</sup> December 2027 and then a final extension till Friday, 29<sup>th</sup> December 2028.</p>
Nature and purposes of the processing	<p>UKRI will be required by the Supplier to disclose/transmit:</p> <ul style="list-style-type: none"> <li>i) routinely, its summary financial information in the form of a detailed trial balance.</li> <li>ii) details of individual transactions with third parties (businesses and individuals) and UKRI employees e.g. amounts paid, reason for payment.</li> <li>iii) where relevant detailed information of individual transactions with counter-parties including amounts paid to/received from third parties, contracts/legal agreements e.g. details around disposal of a fixed asset.</li> </ul>
	<p>Sharing of this information is necessary and will be contractually required by Suppliers to allow accurate and compliant assessment, calculation and description of UKRI's tax liabilities to relevant authorities e.g. accurate calculation of taxable profits for the purposes of UK Corporation Tax returns.</p>
Type of Personal Data	<p>As required by Suppliers:</p> <ul style="list-style-type: none"> <li>• Name of UKRI employees</li> <li>• NI Number of UKRI employees</li> <li>• Pay</li> <li>• Date of birth of UKRI employees insofar as relevant to payroll taxation</li> <li>• Payments made to third parties</li> <li>• Receipts from third parties</li> <li>• Amounts owed to third parties</li> <li>• Amounts owed to UKRI by third parties</li> <li>• Terms and conditions of contracts with third parties</li> <li>• Nature of sales to or purchases from third parties (e.g. price, type and quantity of goods or services)</li> </ul>
Categories of Data Subject	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Customers</li> </ul>

	<ul style="list-style-type: none"> <li>Suppliers</li> </ul>
Plan for return and destruction of the data once the processing is complete  UNLESS requirement under European Union or European member state law to preserve that type of data	Personal Data processed for the purpose of the engagement will be held by The Supplier for 7 years from termination of the agreement, after which data will be deleted, in line with The Supplier's Retention Schedule.

#### **Schedule 6 – Suppliers Submitted Tender**

#### **Schedule 7 – Template Statement of Work**

### **STATEMENT OF WORK (“SOW”)**

#### **(a) Terms and Conditions Reference**

This Statement of Work is made on [date] between PricewaterhouseCoopers LLP (the “Supplier” or “PwC”) and UK Research and Innovation (UKRI) (“UKRI”) and shall be governed by and subject to the Contract terms and conditions UKRI Ref TBC, dated [insert date] (the “Contract”). Unless the context otherwise requires, capitalised expressions used in this Statement of Work have the same meanings as in the Contract.

#### **(b) Overview**

Work/Project Name: <i>(NB: This will appear on the invoice)</i>	
Job/Project No (where applicable):	
Background and Objectives:	
SOW Start Date:	
SOW End Date:	
Charges (excluding VAT):	

#### **(c) Scope of Work**

[Include details of the services to be delivered under this SOW]

(d) **Out of Scope**

As part of this Statement of Work, the Supplier will not:

[Insert scope limitation]

(e) **Method of Delivery**

[Insert overview of method of delivery]

(f) **Delivery Plan**

[Insert delivery plan including timelines and key milestones]

(g) **Deliverables**

[Insert a list of Deliverables here]

(h) **Acceptance Criteria and Process**

Milestone/ Deliverable	Method of Acceptance  (e.g. review, UAT)	Signed off  By Whom	Acceptance Criteria (Measure)

UKRI will review the Deliverables against the acceptance criteria within 5 days of the date the Supplier provides the deliverable to UKRI. UKRI will not withhold acceptance unreasonably and will be entitled to reject a Deliverable only if the Deliverable fails to meet its acceptance criteria. If UKRI rejects a Deliverable, they will notify the Supplier of the reasons why it does not meet its acceptance criteria and the Supplier will take reasonable steps to remediate the deficiency. The Supplier is not liable for any failure or delay caused by 1) UKRI not meeting their obligations and/or (2) the acts and omissions of third parties impacting the Supplier's ability to complete their services. The Deliverables shall be deemed successfully completed only upon UKRI's written acceptance of all such Services and Deliverables.

(i) **Supplier Delivery Team**

The Delivery Team as set out below will be responsible for the deliverables as set out in this Statement of Work.

Delivery Team names: [insert names/roles]

**Supervision and oversight**

[insert name] will be the lead Partner on this engagement with overall responsibility for the Delivery Team and helping the UKRI achieve the desired outputs. He will be supported by the Delivery team listed above [and fellow Partner [insert name]].

**(j) UKRI Resources**

UKRI key contacts / resource: [insert names/roles]

**(k) Charges and Payment Schedule**

The basis on which the Supplier is to be paid for the Services is:

[Insert Charges breakdown and/or pricing mechanism as per examples set out below:

The Supplier shall invoice UKRI for any support requested and delivered on a monthly basis. The Charges will be calculated on a time and materials basis in accordance with the rate card [set out in this SOW]. Invoices are payable 30 days after the date on the invoice.

Estimated total breakdown

Grade	Day Rate	Days	Total

**OR**

- i. a fixed fee of £

The Charges (as set out above) shall cover all of the Suppliers' obligations under this SOW.



**OR**

- ii. insert alternative pricing mechanism as appropriate].

The following disbursements (out of pocket expenses) are payable (but all other disbursements are deemed to be included in the Charges):

[insert here]

The Supplier shall invoice UKRI one invoice based on acceptance of all Deliverables. The invoice is payable 30 days after the date on the invoice. Fixed Charges for the work of £x excluding VAT and expenses].

**(l) UKRI Responsibilities**

The Supplier's ability to perform the services is dependent on UKRI fulfilling their responsibilities which include:

[insert responsibilities here]

**(m) Supplier's responsibilities**

**(n) Data Protection**

**Either:** For the purposes of this Statement of Work, the Parties are acting in the capacity as independent data controllers.

**OR:** For the purposes of this Statement of Work, UKRI is the data controller and the Supplier is a data processor of the UKRI personal data. The scope and nature of the permitted processing are set out in Annex 1 to this Statement of Work.

**(o) Assumptions**

The provision of these services is based upon the following assumptions and the provision of the data set out below.

[Insert here]

**(p) Reporting**

The Supplier shall attend [weekly] review meetings with UKRI to report on progress against the Deliverables.

(q) **Special Conditions**

Signed by:

Signature:

for and on behalf of PRICEWATERHOUSECOOPERS  
LLP

Date:

Signed by:

Signature:

for and on behalf of UKRI

Date:

**Annex 1 - Processing Personal Data under this Statement of Work**

This Annex shall be completed by the Controller, who may take account of the view of the Processors, however the final decision as to the content of this Annex shall be with the UKRI at its absolute discretion.

1.1 The contact details of the Relevant Authority's Data Protection Officer are:

[REDACTED]

1.2 The contact details of the Supplier's Data Protection Officer are:

[REDACTED]

1.3 The Processor shall comply with any further written instructions with respect to processing by the Controller.

1.4 Any such further instructions shall be incorporated into this Annex.

Description	Details
Subject matter of the processing	<p>Information relating to UKRI's taxation affairs; this will include Corporation/business taxes, VAT and payroll taxes.</p> <p>Processing will be undertaken to support UKRI complying with taxation legislation and regulation in the countries in which it operates.</p>
Duration of the processing	<p>Processing will take place from Monday, 4th January 2024 for the duration of the Contract (This Contract is being let on a 3 +1 +1 basis) plus a Supplier retention period of 12 months.</p> <p>The Contract will end on Thursday, 31st December 2026, with the option to extend till Friday, 31st December 2027 and then a</p>
Nature and purposes of the processing	<p>UKRI will be required by the Supplier to disclose/transmit:</p> <ul style="list-style-type: none"> <li>i) routinely, its summary financial information in the form of a detailed trial balance.</li> <li>ii) details of individual transactions with third parties (businesses and individuals) and UKRI employees e.g. amounts paid, reason for payment.</li> <li>iii) where relevant detailed information of individual transactions with counter-parties including amounts paid to/received from third parties, contracts/legal agreements e.g. details around disposal of a fixed asset.</li> </ul>
	<p>Sharing of this information is necessary and will be contractually required by Suppliers to allow accurate and compliant assessment, calculation and description of UKRI's tax liabilities to relevant authorities e.g. accurate calculation of taxable profits for the purposes of UK Corporation Tax returns.</p>

Type of Personal Data	<p>As required by Suppliers:</p> <ul style="list-style-type: none"> <li>• Name of UKRI employees</li> <li>• NI Number of UKRI employees</li> <li>• Pay</li> <li>• Date of birth of UKRI employees insofar as relevant to payroll taxation</li> <li>• Payments made to third parties</li> <li>• Receipts from third parties</li> <li>• Amounts owed to third parties</li> </ul>
Categories of Data Subject	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Customers</li> <li>• Suppliers</li> </ul>
<p>Plan for return and destruction of the data once the processing is complete</p> <p>UNLESS requirement under European Union or European member state law to preserve that type of data</p>	<p>We expect the Supplier to retain data for 12 months after contract end so that it can comply with any statutory audit/compliance checks by relevant authorities (e.g.</p> <p>The Contractor will delete the Personal Data and erase the Personal Data from any computers, storage devices and storage media that are to be retained by the Contractor after the expiry of the Contract. The Contractor will certify to the Authority that it has completed such deletion.</p>

When acting as a data processor the Supplier shall comply with any further reasonable written instructions with respect to the processing of any UKRI personal data as necessary to deliver the Services.

Any reasonable instructions with respect to the Supplier's processing of UKRI Personal Data shall be incorporated into this Annex 1 which may be updated from time to time by agreement in writing between UKRI and Supplier to seek to ensure that the description and detail set out in this Annex with regard to the processing of UKRI personal data reflects the arrangements between the Parties, is accurate and is compliant with the Data Protection Legislation.

**Special categories of data (if appropriate)**

The UKRI personal data transferred concern the following special categories of data or otherwise sensitive data:

***Special categories of UKRI personal data should not be provided under the Contract or any Statement of Work***

## **List of Sub-processors**

In common with most professional service providers, the Supplier uses third party processors to provide certain elements of its IT systems and the support for them. The Supplier and its third-party service processors have host servers and data centres throughout the world. The Supplier puts in place contractual arrangements with such processors which comply with Data Protection Legislation and the Supplier's strict standards of security and confidentiality. The Supplier would only transfer personal data outside the European Economic Area ("EEA") to a third party processor in accordance with Data Protection Legislation and where it has a lawful basis to do so. Full details of how the Supplier uses personal data and Supplier's approach to data protection and information management can be found at <https://www.pwc.co.uk/who-we-are/privacy-statement.html>.

