

[Subject to Contract]  
Award Form  
Crown Copyright 2022



Department for  
Business & Trade

# Award Form

[Subject to Contract]  
Award Form  
Crown Copyright 2022

This Award Form creates the Contract. It summarises the main features of the procurement and includes the Buyer and the Supplier's contact details.

Each party agrees to sign this Award Form by electronic signature using DocuSign and agrees that this method of signature is conclusive of their intention to be bound by this Contract as if each party signed by manuscript signature.

1.	<b>Buyer</b>	The Department for Business and Trade  Its offices are on: Old Admiralty Building, Whitehall, London, SW1A 2PA
2.	<b>Supplier</b>	Name: <b><i>People Places Lives Limited</i></b>  Address: <b><i>1 Smithy Court, Smithy Brook Road, Wigan, WN3 6PS</i></b>  Registration number: <b><i>6654748</i></b>
3.	<b>Contract</b>	This Contract between the Buyer and the Supplier is for the supply of Deliverables.  This opportunity is advertised in the Contract Notice in Find A Tender, reference-2445 (FTS Contract Notice).

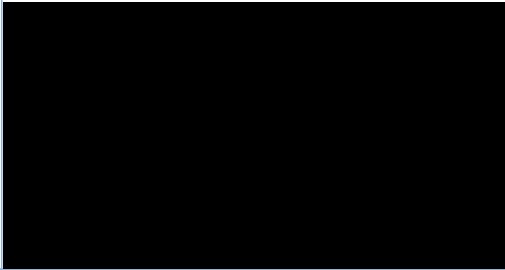
[Subject to Contract]  
Award Form  
Crown Copyright 2022

<b>4.</b>	<b>Contract reference</b>	<b><i>Project-2445 – Export Services Directory</i></b>
<b>5.</b>	<b>Deliverables</b>	See Schedule 2 (Specification) for further details.
<b>6.</b>	<b>Buyer Cause</b>	<p>Any breach of:</p> <p>The obligations of the Buyer or any other default, act, omission, negligence, or statement of the Buyer, of its employees, servants, agents in connection with or in relation to the subject-matter of the Contract and in respect of which the Buyer is liable to the Supplier.</p> <p>And the Buyer shall have no obligation to perform any obligations placed on it in Schedule 2 (Specification) or Schedule 4 (Tender) unless they are specifically identified above.</p>
<b>7.</b>	<b>Collaborative working principles</b>	<p>The Collaborative Working Principles [do not] apply to this Contract.</p> <p>See Clause 3.1.3 for further details.</p>
<b>8.</b>	<b>Financial Transparency Objectives</b>	The Financial Transparency Objectives [do not] apply to this Contract.
<b>9.</b>	<b>Start Date</b>	<i>21<sup>st</sup> December 2023</i>
<b>10.</b>	<b>Expiry Date</b>	<i>20<sup>th</sup> December 2024</i>
<b>11.</b>	<b>Extension Period</b>	<p>2 Further periods of up to 12 months (1+1+1)</p> <p>Extension exercised where the Buyer gives the Supplier no less than 3 Months' written notice before the Contract expires</p>
<b>12.</b>	<b>Ending the Contract without a reason</b>	The Buyer shall be able to terminate the Contract in accordance with Clause 14.3.
<b>13.</b>	<b>Incorporated Terms</b> (together these documents form the " <b>the Contract</b> ")	<p>The following documents are incorporated into the Contract. Where numbers are missing we are not using these Schedules. If the documents conflict, the following order of precedence applies:</p> <p>a) This Award Form</p>

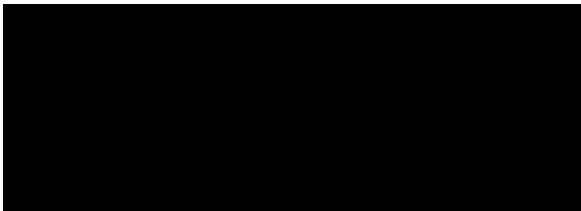
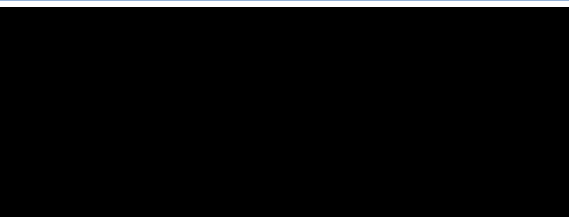
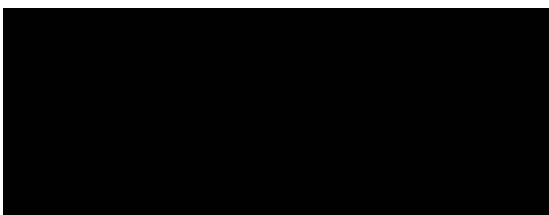
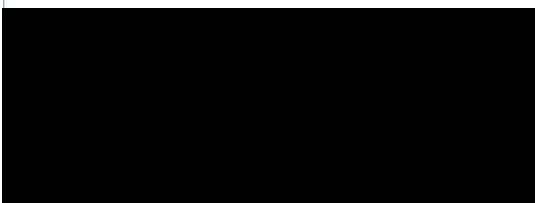
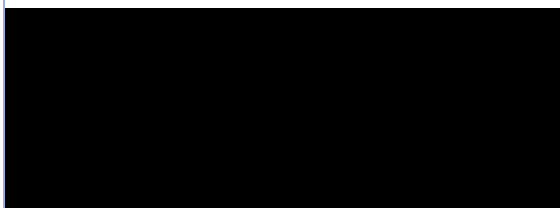
[Subject to Contract]  
Award Form  
Crown Copyright 2022

		<ul style="list-style-type: none"> <li>b) Any Special Terms (see <b>Section 14 (Special Terms)</b> in this Award Form)</li> <li>c) Core Terms</li> <li><b>d)</b> Schedule 36 (Intellectual Property Rights)</li> <li>e) Schedule 1 (Definitions)</li> <li>f) Schedule 6 (Transparency Reports)</li> <li>g) Schedule 20 (Processing Data)</li> <li>h) The following Schedules (in equal order of precedence): <ul style="list-style-type: none"> <li>a. Schedule 2 (Specification)</li> <li>b. Schedule 3 (Charges)</li> <li>c. Schedule 4 (Tender)</li> <li>d. Schedule 5 (Commercially Sensitive Information)</li> <li>e. Schedule 8 (Implementation Plan &amp; Testing)</li> <li>f. Schedule 10 (Service Levels)</li> <li>g. Schedule 13 (Contract Management)</li> <li>h. Schedule 14 (Business Continuity and Disaster Recovery)</li> <li>i. Schedule 16 (Security)</li> <li>j. Schedule 19 (Cyber Essentials Scheme)</li> <li>k. Schedule 21 (Variation Form)</li> <li>l. Schedule 22 (Insurance Requirements)</li> <li>m. Schedule 26 (Sustainability)</li> <li>n. Schedule 27 (Key Subcontractors)</li> <li>o. Schedule 28 (ICT Services)</li> <li>p. Schedule 29 (Key Supplier Staff)</li> <li>q. Schedule 30 (Exit Management)</li> </ul> </li> <li>i) Schedule 4 (Tender), unless any part of the Tender offers a better commercial position for the Buyer (as decided by the Buyer, in its absolute discretion), in which case that aspect of the Tender will take precedence over the documents above.</li> </ul>
<b>14.</b>	<b>Special Terms</b>	N/A
<b>15.</b>	<b>Sustainability</b>	The Supplier agrees, in providing the Deliverables and performing its obligations under the Contract, that it will comply with Schedule 26 (Sustainability).

[Subject to Contract]  
Award Form  
Crown Copyright 2022

16.	<b>Buyer's Environmental Policy</b>	The Environmental Information Regulations 2004 together with any guidance and/or codes of practice issued by the Information Commissioner or relevant government department in relation to such regulations
17.	<b>Social Value Commitment</b>	The Supplier agrees, in providing the Deliverables and performing its obligations under the Contract, to deliver the Social Value outcomes in Schedule 4 (Tender) and provide the Social Value Reports as set out in Schedule 26 (Sustainability)
18.	<b>Buyer's Security Policy</b>	Schedule 16 (Security).
19.	<b>Commercially Sensitive Information</b>	Supplier's Commercially Sensitive Information: Schedule 5 (Commercially Sensitive Information).
20.	<b>Charges</b>	Details in Schedule 3 (Charges).
21.	<b>Reimbursable expenses</b>	None.
22.	<b>Payment method</b>	<p>Payment will be made via BACS: Department for Business and Trade</p> 
23.	<b>Service Levels</b>	Details in Schedule 10 (Service Levels)
24.	<b>Insurance</b>	Details in Annex of Schedule 22 (Insurance Requirements).
25.	<b>Liability</b>	<p>In accordance with Clause 15.1 each Party's total aggregate liability in each Contract Year under the Contract (whether in tort, contract or otherwise) is no more than the greater of £5 million or 150% of the Estimated Yearly Charges</p> <p>In accordance with Clause 15.5, the Supplier's total aggregate liability in each Contract Year under Clause 18.8.5 is no more than the Data Protection Liability, being £10 million.</p>

[Subject to Contract]  
Award Form  
Crown Copyright 2022

<b>26.</b>	<b>Cyber Essentials Certification</b>	Cyber Essentials Scheme Basic Certificate (or equivalent) is preferable. Details in Schedule 19 (Cyber Essentials Scheme)
<b>27.</b>	<b>Progress Meetings and Progress Reports</b>	<ul style="list-style-type: none"> <li>The Supplier shall attend Operational management meetings quarterly and Annual Review meetings annually.</li> <li>The Supplier shall publish monthly report on performance of solution against the KPI.</li> </ul>
<b>28.</b>	<b>Guarantee</b>	Not applicable
<b>29.</b>	<b>Virtual Library</b>	To be agreed with the Supplier as part of exit planning discussions
<b>30.</b>	<b>Supplier Contract Manager</b>	
<b>31.</b>	<b>Supplier Authorised Representative</b>	
<b>32.</b>	<b>Supplier Compliance Officer</b>	
<b>33.</b>	<b>Supplier Data Protection Officer</b>	
<b>34.</b>	<b>Supplier Marketing Contact</b>	

[Subject to Contract]  
Award Form  
Crown Copyright 2022

35.	Key Subcontractors	<b>Key Subcontractor 1</b> Name (Registered name if registered): <i>N/A</i> Registration number (if registered): <i>N/A</i> Role of Subcontractor: <i>N/A</i>
36.	Buyer Authorised Representative	

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:		Name:	
Role:		Role:	
Date:	20/12/2023	Date:	20/12/2023