

Order Form

Framework agreement reference: SBS/17/SG/ZMC/9266

Date of order	13/07/2020	Order Number	<input type="checkbox"/>] To be quoted on all correspondence relating to this Order
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FROM

Customer	THE SECRETARY OF STATE FOR ENVIRONMENT, FOOD AND RURAL AFFAIRS " Customer "
Customer's Address	Nobel House, 17 Smith Square Westminster London SW1P 3JR
Invoice Address	SSCL Department for Environment, Food & Rural Affairs PO BOX 790 Newport NP10 8FZ
Contact Ref:	Name: [REDACTED] Address: Nobel House, 17 Smith Square Westminster London SW1P 3JR e-mail: [REDACTED]

TO

Supplier	KPMG "Supplier"
Supplier's Address	15 Canada Square Canary Wharf London E14 5 GL
Account Manager	Name: [REDACTED] Address: 15 Canada Square, Canary Wharf, London, E14 5GL Phone: [REDACTED] e-mail: [REDACTED]

GUARANTEE

Guarantee to be provided	No
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Where a guarantee is to be provided then this Contract is conditional upon the provision of a Guarantee to the Customer from the Guarantor in respect of the Supplier. Details of the Guarantor (if any) are set out below:

[Parent Company	N/A "Guarantor"
Parent Company address	N/A
Account Manager	Name: N/A Address: N/A Phone: N/A

	e-mail:	N/A
	Fax:	N/A

1. TERM	
(1.1)	Commencement Date 01/04/2020
(1.2)	Expiry Date 31/12/2020

2. GOODS AND SERVICES REQUIREMENTS	
(2.1) Services	<p>Based on work and discussions to date there is further support required to set up the programme ahead of the IPA and HMT reviews in the following areas:</p> <ol style="list-style-type: none"> 1. Implement recommendations and continuation of programme set-up – establishing the processes, procedures, and frameworks which dictate how the programme will operate and it will deliver the required benefits, outcomes, and outputs. 2. Refining the procurement strategy – refining the existing procurement strategy to account for the agreed programme operating model, risk appetite, and work breakdown structure. 3. Finance function support – ongoing support to develop the financial tools and detailed processes and procedures for the finance function. <p>Additional requirements may arise on an ad-hoc basis as the Programme develops including, stakeholder engagement and communications, financial modelling and forecasting, and other ad-hoc requirements.</p>

[Guidance: Include a description of the core Services which are applicable to the Customer together with any specific Service requirements.]

(2.2) Premises	<p>Animal & Plant Health Agency Woodham Lane New Haw Surrey KT15 3NB</p>
(2.3) Lease/ Licenses	n/a
(2.4) Standards	n/a
(2.5) Security Requirements	

<p>Security Policy</p> <p>All personnel shall comply with the site security standards</p> <p>Additional Security Requirements</p> <p>BPSS at the moment but site moving to CTC as a minimum</p> <p>Processing personal data under or in connection with this contract</p> <p>No but GDPR must be adhered to. Confirmation of this is required.</p>
<p>(2.6) Exit Plan (where required)</p> <p>n/a</p>
<p>(2.7) Environmental Plan</p> <p>No</p>

3. SUPPLIER SOLUTION
<p>(3.1) Supplier Solution</p> <p>N/A</p>
<p>(3.2) Account structure including Key Personnel</p> <p>Received with proposal.</p>
<p>(3.3) Sub-contractors to be involved in the provision of the Services and/or Goods</p> <p>No Sub-contractors.</p> <p><i>[Guidance: Insert details of any Sub-contractors being used by the Supplier]</i></p>
<p>(3.4) Outline Security Management Plan</p> <p>N/A</p>
<p>(3.5) Relevant Convictions</p> <p>N/A</p>
<p>(3.6) Implementation Plan</p> <p>Implementation phase and associated implementation plan received with the proposal.</p>

4. PERFORMANCE QUALITY
(4.1) Key Performance Indicators n/a
(4.2) Service Levels and Service Credits n/a

5. PRICE AND PAYMENT
(5.1) Contract Price payable by the Customer in accordance with the commercial schedule set out in the framework agreement (including applicable discount but excluding VAT), payment profile and method of payment (e.g. Government Procurement Card (GPC) or BACS)) To the value of £327,878.00
(5.2) Invoicing and Payment The Supplier shall issue invoices monthly in arrears. The Customer shall pay the Supplier within thirty (30) days of receipt of a Valid Invoice, submitted in accordance with this paragraph 5.2, the payment profile set out in paragraph 5.1 above and the provisions of the Contract.

6. SUPPLEMENTAL AND/OR ADDITIONAL CLAUSES
(6.1) Supplemental requirements N/A

BY SIGNING AND RETURNING THIS ORDER FORM THE SUPPLIER AGREES to enter a legally binding contract with the Customer to provide the Services. The Parties hereby acknowledge and agree that they have read the NHS Conditions of Contract for purchase of Services and by signing below agree to be bound by the terms of this Contract.

For and on behalf of the Supplier:

Name and Title	[REDACTED]
Signature	[REDACTED]
Date	15 July 2020

For and on behalf of the Customer:

Name and Title	
Signature	
Date	