

CONTRACT ORDER FORM

This Contract Order Form is issued in accordance with the provisions of the Apprenticeship Training Provider Dynamic Marketplace (DMP) Agreement for the provision of **Apprenticeship Training Services**. Dated 1 September 2021

The Supplier agrees to supply the Services specified below on and subject to the terms of this Contract.

For the avoidance of doubt this Contract consists of the terms set out in this Contract Order Form and the Contract Terms

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| Order Number | DfT Reference: TRHR3207 |
| From | Department for Transport Great Minster House 33 Horseferry Road London SW1P 4DR |
| To | Blackpool and the Fylde College Ashfield Road, Bispham, Blackpool FY2 0HB |

1. CONTRACT PERIOD

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| 1.1 | Commencement Date | September 2021 |
| 1.2 | Expiry Date (Apprenticeship programme completion date / End Point Assessment completion date) | <p>Provision to be provided until completion of individual apprentices' apprenticeship. Expiry date of last enrolment is 21 September 2022, with an option to extend on a +1+1 basis, taking the potential expiry date of enrolment to September 2024.</p> <p>L4 apprenticeship duration: 24months from start date</p> <p>L6 apprenticeship duration: 48 months from start date</p> <p>Internal Cohorts expected to start 22nd September 2021 L4 – 3 (2 covered in previous contract, 1 extra start covered in the new contract).</p> <p>L4 and L6 to be re promoted February 22 so additional starts subject to interest and eligibility. Total contract duration 1 + 1+1</p> |

2. SERVICES REQUIRED

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| 2.1 | <p>Services Required.</p> <p>APPRENTICESHIP TRAINING PROVIDER SERVICES / END POINT ASSESSOR SERVICES / BOTH.</p> <p>LOCATION</p> <p>APPRENTICESHIP TYPE AND SPECIFIC APPLICABLE INSTITUTE FOR APPRENTICESHIPS STANDARD</p> <p>NUMBER OF STUDENTS</p> <p>CLASS BASED</p> <p>ADDITIONAL SERVICES</p> | <p>Both services.</p> <p>Remote delivery – primary locations London Birmingham and Leeds</p> <p>Associate Project Manager L4 (24 months) Project Manager L6 (48 months)</p> <p>L4 – September cohort 3 (additional 2 covered by previous contract) L6 – September Cohort (3 covered by previous contract)</p> <p>Additional requirement (Numbers not guaranteed subject to interest and eligibility when promoted in Feb 22)</p> <p>Year 1: L4 – up to 15 learners L6 – up to 4 learners</p> <p>Year 2 (if extended): L4 – up to 12 learners L6 – up to 4 learners</p> <p>Year 3 (if extended): L4 – up to 12 learners L6 – up to 4 learners</p> <p>Blended/Flexible Delivery Virtual Classroom</p> <p>None</p> |
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3. CONTRACT PERFORMANCE

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| 3.1 | Required Apprenticeship Standard [ie the required apprenticeship course] | Associate project manager – L4 Project Manager – L6 |
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| 3.1 | Quality Standards | Continued adherence to the relevant Institute for Apprenticeships industry standard. (www.instituteforapprenticeships.org/) Maintained ESFA registration and accreditation. General industry good practice |
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4. PAYMENT

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| 4.1 | Contract Charges | <p>Year 1 contract Charges</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>Top up for fees in excess of ESFA band: N/A</p> <p>Additional extra services N/A</p> <p>Includes the cost of any subcontractors and the cost of an approved end point assessor.</p> |
| 4.2 | Payment terms/Profile | <p>Payment to be made in accordance with the current in force ESFA funding rules.</p> <p>Further additional terms in Annex 2 of Contract Schedule 3</p> |
| 4.3 | Customer billing address | <p>Apprenticeship Service account - email [REDACTED] to initiate process</p> <p>Great Minster House, 33 Horseferry Road, London, SW1P 4DR</p> |

5. LIABILITY AND INSURANCE


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| 5.1 | Suppliers limitation of Liability | In Clause 25 of the Contract Terms |
| 5.2 | Insurance | <p>Professional Indemnity Insurance cover of £1 million any one claim.</p> <p>Public Liability Insurance cover of £1 million any one claim.</p> |

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| | | Employers Liability insurance cover of £5 million any one claim. |
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FORMATION OF CONTRACT

By signing and completing this Contract Order Form the Supplier and the Customer agree to enter into a binding contract governed by the terms of this Contract Order Form and the attached terms and conditions.

For and on behalf of the Supplier:

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| Name and Title |  |
| Date | 03.11.2021 |

For and on behalf of the Customer:

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| Name and Title |  |
| Date | 18/10/2021 |