

I. Order Form

1. Contract Reference	TRST3032F	
2. Buyer	Department for Transport Great Minster House, 33 Horseferry Road, London, SW1P 4DR In entering into this Contract, the Buyer is acting as part of the Crown and the Supplier shall be treated as contracting with the Crown as a whole.	
3. Supplier	Nottingham Off Road Events Ltd Company Reg: 07383165 29 Watnall Road, Hucknall, Nottingham, England, NG15 7LD	
4. The Contract	This Contract between the Buyer and the Supplier is for the supply of Deliverables. The Supplier shall supply the Deliverables described below on the terms set out in this Order Form and the attached contract conditions (" Conditions ") and Unless the context otherwise requires, capitalised expressions used in this Order Form have the same meanings as in the Conditions.	
5. Deliverables	Goods	None
	Services	To provide full site hire for 4x4 off road training (including toilet facilities) The Services are: <ul style="list-style-type: none"> To be performed at Suppliers site address (This may be different to the registered trading address shown in this form). Date(s) of Delivery: Exact dates of site hire to be agreed upon contract start.
6. Specification	The specification of the Deliverables is as set out in section 5 of this order form	
7. Start Date	19/09/2023	
8. Expiry Date	18/09/2025	

9. Extension Period	The Buyer may extend the Contract for a period of up to 12 Months by giving not less than 10 Working Days' notice in writing to the Supplier prior to the Expiry Date. The Conditions of the Contract shall apply throughout any such extended period.
10. Buyer Cause	Any Material Breach of the obligations of the Buyer or any other default, act, omission, negligence or statement of the Buyer, of its employees, servants, agents in connection with or in relation to the subject-matter of the Contract and in respect of which the Buyer is liable to the Supplier.
11. Optional Intellectual Property Rights ("IPR") Clauses	<i>N/A</i>
12. Charges	<p>The maximum contract value for the initial 24 month contract term is £7,200</p> <p>Daily Site Hire - REDACTED</p> <p>There is no guarantee of maximum spend.</p> <p>The Charges for the Deliverables shall be as set out in Annex 3 – Charges.</p>
13. Payment	<p>Payment of undisputed invoices will be made within 30 days of receipt of invoice, which must be submitted promptly by the Supplier.</p> <p>All invoices must be sent, quoting a valid Purchase Order Number (PO Number) and any other relevant details, to:</p> <p>Shared Services Centre, 5 Sandringham Park, Swansea, SA7 0EA.</p> <p>Or via email: REDACTED</p> <p>Within 10 Working Days of receipt of your countersigned copy of this Order Form, we will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.</p> <p>To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, item number (if applicable) and the details (name, email, and telephone number) of your Buyer contact (i.e. Buyer Authorised Representative). Non-compliant invoices may be sent back to you, which may lead to a delay in payment.</p> <p>Payments will be made to (details to be provided upon contract start).</p>
14. Data Protection Liability Cap	In accordance with clause Error! Reference source not found. of the Conditions, the Supplier's total aggregate liability under clause Error! Reference source not found. of the Conditions is no more than the Data Protection Liability Cap, being £100,000 (One Hundred Thousand)

15. Progress Meetings and Progress Reports	N/A						
16. Buyer Authorised Representative(s)	For general liaison your contact will continue to be REDACTED						
17. Supplier Authorised Representative(s)	For general liaison your contact will continue to be REDACTED						
18. Address for notices	REDACTED REDACTED						
19. Key Staff	<table border="0"> <tr> <td>Key Staff Role:</td> <td>Key Staff Name</td> <td>Contact Details:</td> </tr> <tr> <td>REDACTED</td> <td></td> <td></td> </tr> </table>	Key Staff Role:	Key Staff Name	Contact Details:	REDACTED		
Key Staff Role:	Key Staff Name	Contact Details:					
REDACTED							
20. Procedures and Policies	N/A						
21. Special Terms	<table border="1"> <tr> <td>N/A</td> </tr> <tr> <td></td> </tr> <tr> <td></td> </tr> </table>	N/A					
N/A							
22. Incorporated Terms	<p>The following documents are incorporated into the Contract. If there is any conflict, the following order of precedence applies:</p> <ul style="list-style-type: none"> (a) The cover letter from the Buyer to the Supplier dated 08/09/23 (if used) (b) This Order Form (c) Any Special Terms (see row 21 (Special Terms) in this Order Form) (d) Conditions (as they may be amended by) (e) The following Annexes in equal order of precedence: <ul style="list-style-type: none"> i. Error! Reference source not found. ii. Error! Reference source not found. 						

The Short Form Contract

Crown Copyright 2023

Contract Ref: TRST3032F

Signed for and on behalf of the Supplier	Signed for and on behalf of the Buyer acting on behalf of the Crown
Name: REDACTED	Name: REDACTED
Date 14/09/23	Date:19/09/23
Signature: REDACTED	Signature: REDACTED