

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 Digital and Associate project manager apprenticeship services. Dated [21/08/2024].

The Supplier agrees to supply the Goods and/or 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

Order Number	Project_9756
From	[Home Office] ("Customer")
To	[QA Limited] ("Supplier")

1. CONTRACT PERIOD

1.1	Commencement Date	Monday 02 September 2024
1.2	Expiry Date (Apprenticeship programme completion date / End Point Assessment completion date)	Wednesday 02 September 2026 With an option to extend the contract by a further twelve (12) month period until 02 September 2027

2. SERVICES REQUIRED

2.1	Services Required. APPRENTICESHIP TRAINING PROVIDER SERVICES / END POINT ASSESSOR SERVICES / BOTH. LOCATION APPRENTICESHIP TYPE AND SPECIFIC APPLICABLE INSTITUTE FOR APPRENTICESHIPS STANDARD NUMBER OF STUDENTS CLASS BASED ADDITIONAL SERVICES	Delivery of Apprenticeship Standards outlined at section 3.1 and as outlined in in Contract Schedule 2 (Goods and/or Services) including delivery of : Apprenticeship Training Provider Services and End Point Assessor Services National delivery The number of students below is indicative only and not a guarantee of commitment: <ul style="list-style-type: none">• Business Analyst: ST0117, Contracted Volumes:10• Data Engineer: ST1386, Contracted Volumes:5• Software Developer ST0116, Contracted Volumes: 4
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		<ul style="list-style-type: none"> • DevOps Engineer ST0825, Contracted Volumes: 4 • Digital and Technology Solution Specialist - IT Project Management Specialist ST0482, Contracted Volumes: 3 • Digital and Technology Solutions Professional - IT Consultant Professional ST0119, Contracted Volumes: 2 • Digital and Technology Solutions Professional - Software Engineering Professional ST0119, Contracted Volumes: 2 • Digital and Technology Solution Specialist - Software Engineering Specialist ST0482, Contracted Volumes: 2 • Digital and Technology Solution Specialist - IT Operations Management Specialist ST0482, Contracted Volumes: 1 • Associate project manager ST0310, Contracted Volumes: 52 <p>Volumes of work cannot be guaranteed.</p> <p>The Authority makes no representations in respect of the volume of business that will be ordered under this Contract, nor does it confer on the Supplier any exclusivity in respect of the provision of the Services, the Authority reserving the right to source such services otherwise than through this Contract.</p> <p>Training shall be based on a blended approach</p>
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3. CONTRACT PERFORMANCE

3.1	Required Apprenticeship Standard [ie the required apprenticeship course]	<ul style="list-style-type: none"> • Business Analyst ST0117 • Data Engineer ST1386 • Software Developer ST0116 • DevOps Engineer ST0825 • Digital and Technology Solutions Professional - IT Consultant Professional ST0119 • Digital and Technology Solutions Professional - Software Engineering Professional ST0119 • Digital and Technology Solution Specialist - Software Engineering Specialist ST0482
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		<p>Re-sit charges per candidate are not funded by the levy.</p> <ul style="list-style-type: none"> . All first resits to be funded by the supplier . Further resits covered by the department. <p>The Department should be informed of the re-sit charges in advance. The Department agrees to pay re-sit charges once supplier provides evidence that they have incurred the charge.</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>Home Office 2 Marsham St London SW1P 4DF</p> <p>Payments will be made via the ESFA's digital apprenticeship service levy-funding system.</p> <p>The cost of all first resits to be covered by the supplier.</p> <p>All further resits paid for by the department</p>

5. LIABILITY AND INSURANCE

5.1	Suppliers' limitation of Liability	In Clause 25 of the Contract Terms
5.2	Insurance	<p>(Clause [26] of the Contract Terms):</p> <p>Professional Indemnity Insurance cover of £1 million any one claim.</p> <p>Public Liability Insurance cover of £1 million any one claim.</p> <p>Employers Liability insurance cover of £5 million any one claim.</p>

6. Home Office Special terms

The below Security requirements and Schedule shall apply to this Agreement. In the event of a conflict between the HO Security Schedule provided below and any other terms, the below terms and conditions shall take precedence.



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:

Name and Title	[Redacted]
Signature	[Redacted]
Date	[Redacted]

For and on behalf of the Customer:

Name and Title	[Redacted]
Signature	[Redacted]
Date	[Redacted]