



Department
for Environment
Food & Rural Affairs

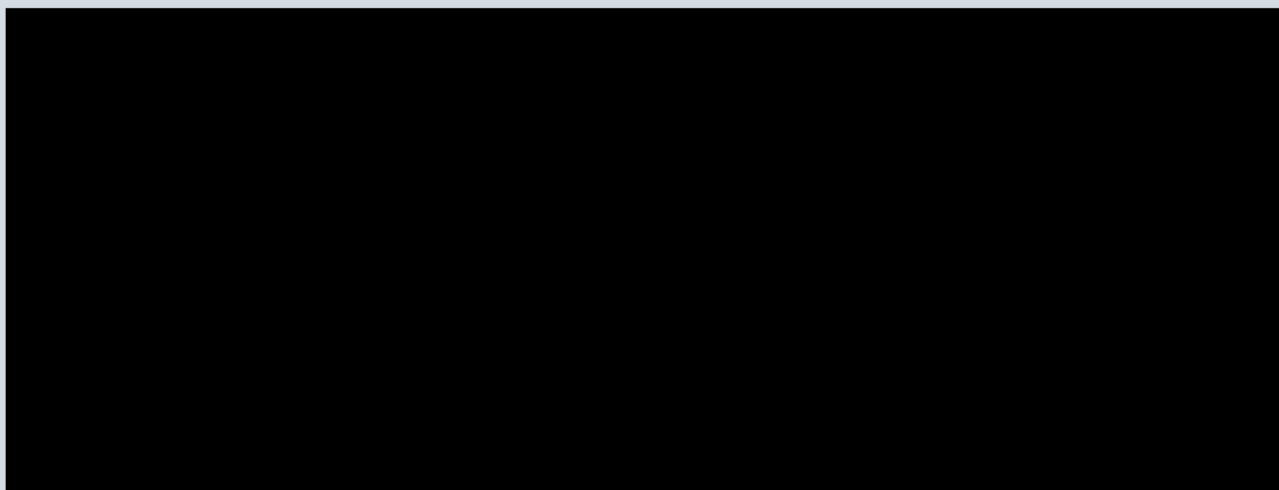
Standard Contract for Goods and/or Services - Order Form

1. Purchase Order Number	TBC	
2. Customer	The Secretary of State for Environment, Food and Rural Affairs, acting as part of the Crown	
3. Contractor(s)	3Keel Group Ltd7, Fenlock Court Blenheim Business Park, Long Hanborough, Witney, Oxfordshire, England, OX29 8LN – Company Number 14370375	
4. Defra Group Members	The following Defra Group members will receive the benefit of the Deliverables: N/A	
5. The Agreement	<p>This Order is part of the Agreement and is subject to the terms and conditions Referenced at Appendix 1 and shall come into effect on the Start Date.</p> <p>Unless the context otherwise requires, capitalised expressions used in this Order have the same meanings as in the terms and conditions.</p> <p>The following documents are incorporated into the Agreement. If there is any conflict, the following order of precedence applies (in descending order):</p> <ul style="list-style-type: none">a) this Order;b) the terms and conditions at Appendix 1; andc) the remaining Appendices (if any) in equal order of precedence.	
6. Deliverables	Applicable Deliverables	Goods Only: <input type="checkbox"/> Services Only: <input checked="" type="checkbox"/> Good and Services: <input type="checkbox"/>
	Goods	None
	Services	High Integrity Within Value Chain Mitigation (WVCM) principles for the Forestry, Land use and Agriculture (FLAG) sector. Further Details in Appendix 2 – Specification / Description To be performed at the contractor premises Date(s) of Delivery: 01/11/2024-20/12/2024
7. Start Date	1 st November 2024	
8. Expiry Date	20 th December 2024	
9. Charges	<p>The Charges for the Goods and/or Services shall be as set out in Appendix 3 – Charges. The Charges are fixed for the duration of the Agreement.</p> <p>The Contractor must repay the customer all the Charges that it has been paid in advance for Deliverables that it has not provided as at the date of termination or expiry.</p>	

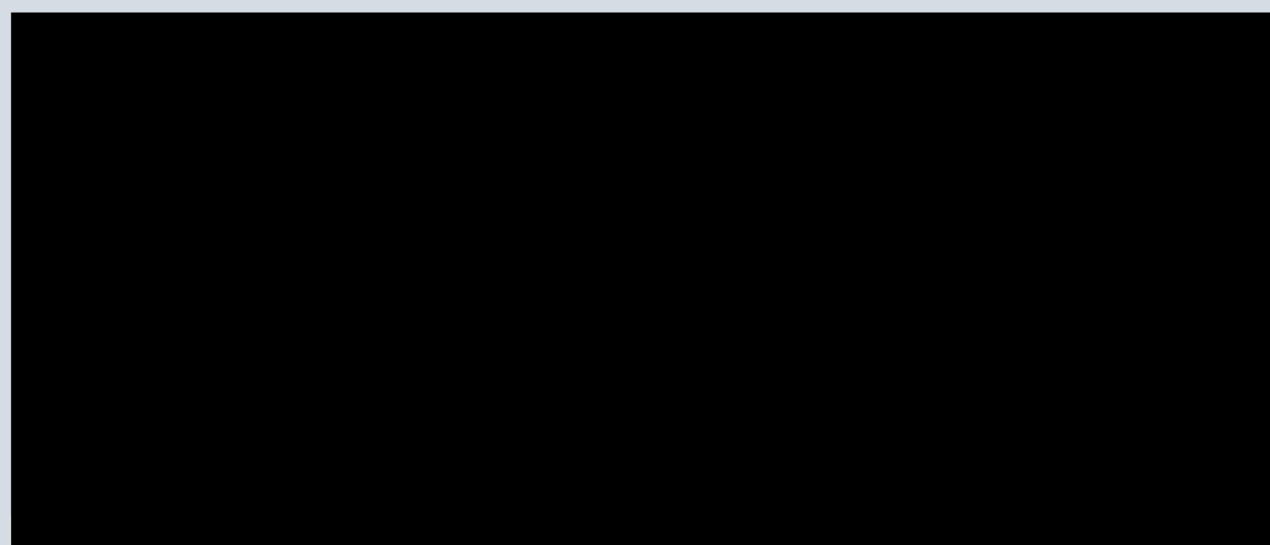
10. Payment	<p>Payments will be made in pounds by BACS transfer using the details provided by the supplier on submission of a compliant invoice.</p> <p>The Authority's preference is for all invoices to be sent electronically, quoting a valid Purchase Order Number (PO Number), to:</p> <p>[REDACTED]</p> <p>Alternatively, you may post to: Shared Services Connected Ltd DEF Procure to Pay PO Box 790 Newport Gwent NP10 8FZ</p>		
11. Contractor's Liability Cap (Clause 13.2.1)	£293,930.00		
12. Customer's Authorised Representative(s)	<p>For general liaison your contact will continue to be</p> <p>[REDACTED]</p> <p>or, in their absence,</p> <p>[REDACTED]</p>		
13. Contractor's Authorised Representative	<p>For general liaison your contact will continue to be</p> <p>[REDACTED]</p> <p>or, in their absence,</p> <p>[REDACTED]</p>		
14. Optional Intellectual Property Rights ("IPR") Clauses	The Customer has chosen Option A in respect of intellectual property rights provisions for the Agreement as set out in the terms and conditions.		
15. Progress Meetings and Progress Reports	Not applicable		
16. Address for notices	<p>Customer:</p> <p>2 Marsham Street London SW1P 4DF</p> <p>Attention: [REDACTED]</p> <p>Email: [REDACTED]</p>	<p>Contractor:</p> <p>3KEEL GROUP LTD 7 FENLOCK COURT, BLENHEIM BUSINESS PARK LONG HANBOROUGH OXFORDSHIRE, OX29 8LN</p> <p>Attention: [REDACTED]</p> <p>Email: [REDACTED]</p>	
17. Key Personnel of the Contractor	<p>Key Personnel Role:</p> <p>[REDACTED]</p>	<p>Key Personnel Name:</p> <p>[REDACTED]</p>	<p>Contact Details:</p> <p>[REDACTED]</p>
18. Procedures and Policies	<p>For the purposes of the Agreement:</p> <p>Refer to the Terms & Conditions for the Clause relating to Data Security.</p> <p>The Customer's equality and diversity policy/requirements and instructions related to equality Law and environmental policy are detailed in the Terms & Conditions.</p> <p>The Customer's health and safety policy is detailed in the Terms & Conditions.</p>		
19. Special Terms	N/A		

20. Additional Insurance	N/A
21. Further Data Protection Provisions	<p>The further data protection provisions contained within Annex 4 of the terms and conditions are applicable to this Agreement where indicated below:</p> <p>Yes: <input type="checkbox"/></p> <p>No: <input checked="" type="checkbox"/></p>

Signed for and on behalf of the **Contractor**



Signed for and on behalf of the **Customer**



Appendix 1: Terms and Conditions

The Customer's Standard Good & Services Terms and Conditions which can be located on the [Defra Website](#) and which are called 'Standard Goods & Services Terms and Conditions (Core Defra)'

Version 1.0

Appendix 2: Specification/Description

Specification

To create a guiding set of principles for companies that want to invest in Within Value Chain Mitigation (WVCM), also known as insetting, for the Forestry, Land use and Agriculture (FLAG) sector.

Outputs:

- Landscape review of current WVCM guidance
- Series of stakeholder consultations
- Final output document to include:
 - o An initial set of approaches/principles to shape "high integrity" WVCM.
 - o Accompanying set of visual tools and resources, drawn from the landscape review, which illustrate a business journey through implementation of WVCM activities, considering varying contexts and perspectives and how these align with existing frameworks.
 - o Two illustrative semi-theoretical scenarios for a UK supply chain and global supply chain (global scenario must be a priority forest-risk commodity such as cattle, soy, palm oil, coffee, or cocoa) – showing the principles/approaches applied to the chosen commodity and context. The scenarios will demonstrate activities which address context specific variables, perspectives, and considerations.
 - o Identify recommendations for suitable commodities and regions to deep dive into as potential next phase of work to further demonstrate approaches/principles in practice on the ground in these contexts.
 - o Recommendations for government and wider stakeholder action to unblock barriers.
 - o Final report/outputs must be an accessible entry point into the landscape of WVCM for Chief Sustainability Officers and corporate decision makers, which illustrates the journey/process to develop & implement WVCM strategies, and signposts relevant standards, guidance, and tools.

Contractor Response

[illegible]

Appendix 3: Charges

[REDACTED]	[REDACTED]	[REDACTED]
	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
	[REDACTED]	[REDACTED]
	[REDACTED]	[REDACTED]
	[REDACTED]	[REDACTED]
	[REDACTED]	[REDACTED]
Total Defra funding: £29,393		

Charges to be invoiced for full amount - The Contractor must repay the customer all the Charges that it has been paid in advance for Deliverables that it has not provided as at the date of termination or expiry.

Appendix 4: Processing Personal Data

Contract:	n/a
Date:	n/a
Description of authorised processing	Details
Identity of Controller and Processor for each category of Personal Data	No personal data to be processed as part of this agreement
Subject matter of the processing	No personal data to be processed as part of this agreement
Duration of the processing	No personal data to be processed as part of this agreement
Nature and purposes of the processing	No personal data to be processed as part of this agreement
Type of Personal Data	No personal data to be processed as part of this agreement
Categories of Data Subject	No personal data to be processed as part of this agreement
Plan for return and destruction of the data once the processing is complete UNLESS requirement under law to preserve that type of data	No personal data to be processed as part of this agreement
Locations at which the Contractor and/or its subcontractors process Personal Data under this Agreement	No personal data to be processed as part of this agreement
Protective Measures that the Contractor and, where applicable, its subcontractors have implemented to protect Personal Data processed under this Agreement against a breach of security (insofar as that breach of security relates to data) or a Personal Data Breach	No personal data to be processed as part of this agreement