

Short Contract

A contract between The Natural Environment Research Council – British Antarctic Survey

and

for The supply of Bedroom Furniture for Rothera research station

Contents	Page
Contract Forms	
Contract Data	2
The <i>Supplier's Offer</i>	4
The <i>Purchaser's Acceptance</i>	4
Price Schedule	5
Goods Information	6
Conditions of Contract	CC1

Notes about this contract are printed in boxes like this one. They are not part of the contract. Further guidance is provided in the NEC3 Supply Short Contract Guidance Notes.

Contract Data

The *Purchaser* is
Name The British Antarctic Survey
Address High Cross, Madingley Road, Cambridge CB3 0ET
Telephone +44 (0)1223 221400
E-mail address FMProcurement@uksbs.co.uk

The *Purchaser* requires the *Supplier* to Provide the Goods when instructed by
Batch Order Yes / No (delete as appropriate)

The *goods* are As outlined in Section 4 Specification of Invitation to Quote FM17136
The *law of the contract* is English
The *period for reply* is Two weeks.
The *starting date* is October 2nd 2017
The *delivery date* is November 24th 2017

If the *goods* are instructed by Batch Order enter here 'The *delivery date* is identified in the Batch Order'.

The *premises* are As confirmed in Section 4 Specification of Invitation to Quote FM17136
The period for the correction of
Defects after Delivery is N/A weeks.
The *defects date* is N/A weeks after Delivery.
The *delay damages* are £400.00 per day.

If the *goods* are instructed by Batch Order enter a *delay damages* amount appropriate to the quantity or use of the goods in the Batch.

The *assessment day* is the 1st Monday of each month.
If the *goods* are instructed by
Batch Order
the *batch order interval* is
the *end date* is
the quantity range of *goods* in
a batch is from to

Contract Data

The *Adjudicator* is

Name The Chartered Institute Of Procurement and Supply

Address

Telephone

E-mail address

The interest rate on late payment is 0.50% per complete week of delay.

Enter a rate only if a rate less than 0.5% per week of delay has been agreed.

The *Supplier's* liability to the *Purchaser* for indirect or consequential loss, including loss of profit, revenue and goodwill is limited to £100,000.00 The *Supplier* is not liable to the *Purchaser* for loss of or damage to the *Purchaser's* property in any event.

The *Purchaser* provides this insurance

Only enter details here if the *Purchaser* is to provide insurance.

The *Adjudicator nominating body* is

The Chartered Institute Of Procurement and Supply

The *tribunal* is Arbitration

If the *tribunal* is arbitration, the arbitration procedure is

The *conditions of contract* are the NEC3 Supply Short Contract April 2013 and the following additional conditions

Only enter details here if additional conditions are required.

The *Supplier's* Offer

The *Supplier* is

Name

Address

.....

Telephone

E-mail address

The percentage for overheads and profit added to Defined Cost is %.

The *Supplier* offers to Provide the Goods in accordance with the *conditions of contract* for an amount to be determined in accordance with the *conditions of contract*.

The offered total of the Prices is

Enter the total of the Prices from the Price Schedule.

Signed on behalf of the *Supplier*

Name

Position

Signature Date

The *Purchaser's* Acceptance

The *Purchaser* accepts the *Supplier's* Offer to Provide the Goods

Signed on behalf of the *Purchaser*

Name

Position

Signature Date

Price Schedule

Entries in the first four columns of this Price Schedule are made either by the *Purchaser* or the tenderer. If the *Supplier* is to be paid an amount for the item which is not adjusted if the quantity of goods in the item changes, the tenderer enters the amount in the Price column only, the Unit, Quantity and Rate columns being left blank.

If the *Supplier* is to be paid an amount for the item of goods which is the rate for the goods multiplied by the quantity supplied, the tenderer enters a rate for each item and multiplies it by the Quantity to produce the Price, to be entered in the final column.

Item number	Description	Unit	Quantity	Rate	Price
1	Design and Planning	All			£
2	Materials for Manufacturing	All			£
3	Labour	All			£
4	Hardware	All			£
5	Delivery	1			£
The total of the Prices					£

Goods Information

The Goods Information should be a complete and precise statement of the *Purchaser's* requirements. If it is incomplete or imprecise there is a risk that the *Supplier* will interpret it differently from the *Purchaser's* intention. Information describing the *Purchaser's* requirements for the supply of the *goods*, including the information to be provided by the *Supplier* in connection with the supply of the *goods*, should be stated in the section headed Supply requirements.

1 Description of the *goods*

Give a detailed description of what *goods* the *Supplier* is required to supply. This may include drawings. Give the information of the required quality standards, the tests and inspections required and any health and safety requirements.

As detailed in Section 4 Specification. ITQ FM17136

2 Specifications

List the specifications that apply to this contract.

Title	Date or revision	Tick if publicly available
-------	------------------	----------------------------

Goods Information

3 Constraints on how the *Supplier* Provides the Goods

State any constraints on how the *Supplier* is to provide the *goods* such as, any limits on subcontracting.

N/A

4 Requirements for the programme

State whether a programme is required and, if it is, state what form it is to be in, what information is to be shown on it, when it is to be submitted and when it is to be updated.

Delivery on or before November 24th 2017

Goods Information

5 Services and other things provided by the *Purchaser*

Describe what the *Purchaser* will provide, in connection with the supply of the *goods*, such as transport, loading or unloading of the *goods*.

Item

Date by which it
will be provided

N/A

6 Supply requirements

State the information which describes the *Purchaser's* requirements (other than services he is to provide) in connection with the supply of the *goods* including the requirements for transport, the mode of transport and the loading and unloading of the *goods*.

State the delivery place, the hours of access to the delivery place and other information to be provided by the *Supplier* at the time of Delivery such as the delivery note, which notifies the actual delivery date. The information necessary for a purchase that involves international, cross border transactions should be stated here, such as export and import requirements of the Customs authorities.

Goods to be delivered as per Section 4 Specification – ITQ FM17136