



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)	LIVE GROUP LTD [REDACTED]	
4. Defra Group Members	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	<p>Goods Only: <input type="checkbox"/></p> <p>Services Only: <input checked="" type="checkbox"/></p> <p>Good and Services: <input type="checkbox"/></p>
	Goods	None.
	Services	<p>Description: as set out below</p> <p>To be performed at Civil Service Live 2024 in Edinburgh, Birmingham, Blackpool, Newport and London.</p> <p>Date(s) of Delivery: To be confirmed.</p>
7. Start Date	12/04/2024	
8. Expiry Date	31/07/2024	
9. Charges	<p>The Charges for the Goods and/or Services shall be as set out below:</p> <p>£11,580.</p>	

	The Charges are fixed for the duration of the Agreement.		
10. Payment	<i>Payments will be made in pounds by BACS transfer using the details provided by the supplier on submission of a compliant invoice.</i>		
11. Contractor's Liability Cap (Clause 13.2.1)	An amount equal to 10 times the value of the Contract (£115,800)		
12. Customer's Authorised Representative(s)	For general liaison your contact will continue to be [REDACTED]		
13. Contractor's Authorised Representative	For general liaison your contact will continue to be [REDACTED]		
14. Optional Intellectual Property Rights ("IPR") Clauses	<p>The Customer has chosen Option B in respect of intellectual property rights provisions for the Agreement as set out in the terms and conditions.</p> <p><i>Option B: Customer ownership of all New IPR with limited Contractor rights to all New IPR in order to deliver the Agreement.</i></p>		
15. Progress Meetings and Progress Reports	Not applicable		
16. Address for notices	<div> <div>[REDACTED]</div> <div>[REDACTED]</div> <div>[REDACTED]</div> <div>[REDACTED]</div> <div>[REDACTED]</div> <div>[REDACTED]</div> </div> <div> <div>[REDACTED]</div> <div>[REDACTED]</div> <div>[REDACTED]</div> <div>[REDACTED]</div> <div>[REDACTED]</div> <div>[REDACTED]</div> </div>		
17. Key Personnel of the Contractor	Key Personnel Role: Jane Harris [REDACTED] [REDACTED]	Key Personnel Name: [REDACTED]	Contact Details: [REDACTED]
18. Procedures and Policies	N/A		
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>		



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)'

<https://www.gov.uk/government/publications/defra-terms-and-conditions-for-goods-and-services/standard-goods-and-services-terms-and-conditions-10000-to-50000>

Appendix 2: Specification/Description

Civil Service Live 2024.

Hire of a 6m x 2m stand: Defra Technology Innovation for following locations:

Edinburgh, Birmingham, Blackpool, Newport, London

Appendix 3: Charges

Fixed total value of £11,580.

Appendix 4: Processing Personal Data

N/A