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**Standard Contract for Goods and/or Services - Order Form**

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| 1. **Purchase Order Number** | **TBC** once contractor is selected. | |
| 1. **Customer** | Natural England  Foss House  Kings Pool, 1-2 Peasholme Green  York  YO17PX | |
| 1. **Contractor(s)** | **TBC** once contractor is selected. | |
| 1. **Defra Group Members** | The following Defra Group members will receive the benefit of the Deliverables:  Natural England | |
| 1. **The Agreement** | 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.  Unless the context otherwise requires, capitalised expressions used in this Order have the same meanings as in the terms and conditions.  The following documents are incorporated into the Agreement. If there is any conflict, the following order of precedence applies (in descending order):   1. this Order; 2. the terms and conditions at Appendix 1; and 3. the remaining Appendices (if any) in equal order of precedence. | |
| 1. **Deliverables** | **Applicable Deliverables** | **Goods Only:**  **Services Only:**  **Good and Services:** |
| **Goods** | None |
| **Services** | As set out in Specification of Requirements and Section 2 of RFQ.  To be performed at the premises of the Contractor (TBC)  Date(s) of Delivery: 31-03-2024  To be performed on days that are deemed appropriate by the Contractor. |
| 1. **Start Date** | 04-03-2024 | |
| 1. **Expiry Date** | 31-03-2024 | |
| 1. **Charges** | The Charges for the Goods and/or Services shall be as set out in the ‘Payment’ section of the RFQ. The Charges are fixed for the duration of the Agreement. | |
| 1. **Payment** | Payments will be made via electronic invoice with Purchase Order number at the end of the service delivery. | |
| 1. **Contractor’s Liability Cap (Clause 13.2.1)** | A sum equal to £5,000,000 | |
| 1. **Customer’s Authorised Representative(s)** | For general liaison your contact will continue to be  Paul Lane ([paul.lane@naturalengland.org.uk](mailto:paul.lane@naturalengland.org.uk))  or, in their absence,  Janie Latchford ([janie.latchford@naturalengland.org.uk](mailto:janie.latchford@naturalengland.org.uk)) | |
| 1. **Contractor’s Authorised Representative** | For general liaison your contact will continue to be:  **TBC** once contractor is selected | |
| 1. **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. | |
| 1. **Progress Meetings and Progress Reports** | * The Contractor shall attend progress meetings with the Customer once a week * The Contractor shall provide the Customer with progress reports every month | |
| 1. **Address for notices** | |  |  | | --- | --- | | **Customer:** | **Contractor:** | | Natural England  Foss House  Kings Pool, 1-2 Peasholme Green  York  YO17PX  Attention: Paul Lane  Email: paul.lane@naturalengland.org.uk | **TBC** | |  | | |
| 1. **Key Personnel of the Contractor** | |  |  |  | | --- | --- | --- | | **Key Personnel Role:** | **Key Personnel Name:** | **Contact Details:** | |  |  |  | | **TBC**once contractor is selected | | | |  |  |  | | |
| 1. **Procedures and Policies** | For the purposes of the Agreement: The Customer requires that the Contractor has, and complies with, relevant policies covering security / data security requirements, sustainability requirements, equality and diversity policy, and health and safety. | |
| 1. **Special Terms** | N/A | |
| 1. **Additional Insurance** | N/A | |
| 1. **Further Data Protection Provisions** | The further data protection provisions contained within Annex 4 of the terms and conditions are applicable to this Agreement where indicated below:  **Yes:X**  **No:** | |

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| --- | --- |
| Signed for and on behalf of the **Customer** | Signed for and on behalf of the **Contractor** |
| Name:  Janie Latchford  Marine Lead Advisor | Name: |
| Date: 12 - 02 - 2024 | Date: |
| Signature:A black background with a black square  Description automatically generated with medium confidence | Signature: |

**Appendix 1: Terms and Conditions**

The Customer’s Standard Good & Services Terms and Conditions which can be located on the [Natural England Website](https://eur05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.gov.uk%2Fgovernment%2Forganisations%2Fnatural-england%2Fabout%2Fprocurement&data=05%7C01%7Cdaniel.lavender%40dlapiper.com%7Ce61b389c5e15470f278e08dbcc060e37%7Ce855e7acc54640d299f7a100522010f9%7C1%7C0%7C638328098969691096%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=ymInFtzabvMF3T9or361i03D%2B4kyuzgt8T5CzJeS7Gc%3D&reserved=0) and which are called ‘Standard Goods & Services Terms and Conditions’