



Department for
Energy Security
& Net Zero

EPConsult Energies Ltd,
Riverside House,
27-29 Vauxhall Grove,
London,
SW8 1SY

Attn: Peter [REDACTED]

By email to: [REDACTED]

Date: 18/12/2024

Our ref: GSS24741

Dear Peter,

Following your tender/proposal for the supply of GSS24741 Due Diligence Training to Department for Energy Security Net Zero we are pleased confirm our intention to award this Contract to you.

The attached Order Form, contract Conditions and the Annexes set out the terms of the Contract to Department for Energy Security Net Zero and EPConsult Energies Ltd for the provision of the Deliverables set out in the Order Form.

We thank you for your co-operation to date, and look forward to forging a successful working relationship resulting in a smooth and successful Delivery of the Deliverables. Please confirm your acceptance of this Contract by signing and returning the Order Form to [REDACTED] at the following email address:

[REDACTED] within 7 days from the date of the Order Form. No other form of acknowledgement will be accepted. Please remember to include the reference number(s) above in any future communications relating to this Contract.

We will then arrange for the Order Form to be countersigned which will create a binding contract between us

Yours faithfully,

[REDACTED]

Category Specialist– Goods and Self-Service

Procurement

UK Shared Business Services

I. Order Form

1. Contract Reference	GSS24741	
2. Buyer	The Department for Energy Security and Net Zero, 3-8 Whitehall Place, London, SW1A 2EG	
3. Supplier	EPConsult Energies Ltd, Riverside House, 27-29 Vauxhall Grove, London, SW8 1SY	
4. The Contract	<p>This Contract between the Buyer and the Supplier is for the supply of Deliverables.</p> <p>The Supplier shall supply the Deliverables described below on the terms set out in this Order Form and the attached contract conditions (“Conditions”) and Annexes.</p> <p>Unless the context otherwise requires, capitalised expressions used in this Order Form have the same meanings as in the Conditions.</p>	
5. Deliverables	Goods	None
	Services	<p>Description: as set out</p> <ul style="list-style-type: none"> • in the Supplier’s tender as set out in annex 4 Supplier Tender <p>The Services are:</p> <ul style="list-style-type: none"> • To be performed at the Buyer’s premises
6. Specification	<p>The specification of the Deliverables is as set out :</p> <ul style="list-style-type: none"> • in the Supplier’s tender as set out in annex 4 Supplier Tender 	
7. Start Date	Thursday 2nd January 2025	
8. Expiry Date	Monday 31 st March 2025	
9. Extension Period	N/A	
10. Buyer Cause	Any Material Breach of the obligations of the Buyer or any other default, act, omission, negligence or statement of the Buyer, of its employees, servants, agents	

	in connection with or in relation to the subject-matter of the Contract and in respect of which the Buyer is liable to the Supplier.
11. Optional Intellectual Property Rights (“IPR”) Clauses	N/A
12. Charges	<p>The Charges for the Deliverables shall be as set out</p> <ul style="list-style-type: none"> in the Supplier’s tender as set out in annex 4 Supplier Tender
13. Payment	<p>Payment of undisputed invoices will be made within 30 days of receipt of invoice, which must be submitted promptly by the Supplier.</p> <p>All invoices must be sent, quoting a valid Purchase Order Number (PO Number) and any other relevant details, to: [REDACTED]</p> <p>Within 28 Working Days of receipt of your countersigned copy of this Order Form, we will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.</p> <p>To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, and item description (if applicable) Non-compliant invoices may be sent back to you, which may lead to a delay in payment.</p> <p>Payments will be made via BACS within 30 days of receipt of invoice</p> <p>If you have a query regarding an outstanding payment please contact our Accounts Payable team by email [REDACTED]</p>
14. Data Protection Liability Cap	In accordance with clause 12.6 of the Conditions, the Supplier’s total aggregate liability under clause 14.7.5 of the Conditions is no more than the Data Protection Liability Cap, being £500,000.00
15. Progress Meetings and Progress Reports	N/A
16. Buyer Authorised Representative(s)	<p>For general liaison your contact will continue to be</p> <p>[REDACTED]</p> <p>Technical Assurance Adviser</p>

	<p>[REDACTED]</p>												
<p>17. Supplier Authorised Representative(s)</p>	<p>For general liaison your contact will continue to be</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>or, in their absence,</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>												
<p>18. Address for notices</p>	<table border="0"> <tr> <td data-bbox="391 779 866 987"> <p>The Department for Energy Security and Net Zero, 3-8 Whitehall Place, London, SW1A 2EG</p> </td> <td data-bbox="948 779 1270 987"> <p>EPConsult Energies Ltd, Riverside House, 27-29 Vauxhall Grove, London, SW8 1SY</p> </td> </tr> <tr> <td data-bbox="391 1014 866 1048"> <p>[REDACTED]</p> </td> <td data-bbox="948 1014 1445 1048"> <p>[REDACTED]</p> </td> </tr> <tr> <td data-bbox="391 1072 906 1106"> <p>[REDACTED]</p> </td> <td data-bbox="948 1059 1050 1093"> <p>[REDACTED]</p> </td> </tr> <tr> <td data-bbox="391 1120 620 1153"> <p>[REDACTED]</p> </td> <td data-bbox="948 1117 1453 1151"> <p>[REDACTED]</p> </td> </tr> </table>	<p>The Department for Energy Security and Net Zero, 3-8 Whitehall Place, London, SW1A 2EG</p>	<p>EPConsult Energies Ltd, Riverside House, 27-29 Vauxhall Grove, London, SW8 1SY</p>	<p>[REDACTED]</p>	<p>[REDACTED]</p>	<p>[REDACTED]</p>	<p>[REDACTED]</p>	<p>[REDACTED]</p>	<p>[REDACTED]</p>				
<p>The Department for Energy Security and Net Zero, 3-8 Whitehall Place, London, SW1A 2EG</p>	<p>EPConsult Energies Ltd, Riverside House, 27-29 Vauxhall Grove, London, SW8 1SY</p>												
<p>[REDACTED]</p>	<p>[REDACTED]</p>												
<p>[REDACTED]</p>	<p>[REDACTED]</p>												
<p>[REDACTED]</p>	<p>[REDACTED]</p>												
<p>19. Key Staff</p>	<table border="0"> <thead> <tr> <th data-bbox="391 1272 603 1305">Key Staff Role:</th> <th data-bbox="762 1272 979 1305">Key Staff Name</th> <th data-bbox="1131 1272 1358 1305">Contact Details:</th> </tr> </thead> <tbody> <tr> <td data-bbox="391 1346 676 1379">Engineering Manager</td> <td data-bbox="762 1346 927 1379">[REDACTED]</td> <td data-bbox="1131 1346 1358 1480"> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> </td> </tr> <tr> <td data-bbox="391 1525 635 1559">Managing Director</td> <td data-bbox="762 1525 979 1559">[REDACTED]</td> <td data-bbox="1131 1525 1374 1659"> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> </td> </tr> <tr> <td data-bbox="391 1704 624 1738">Finance Manager</td> <td data-bbox="762 1704 879 1738">[REDACTED]</td> <td data-bbox="1131 1704 1310 1783"> <p>[REDACTED]</p> <p>[REDACTED]</p> </td> </tr> </tbody> </table>	Key Staff Role:	Key Staff Name	Contact Details:	Engineering Manager	[REDACTED]	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	Managing Director	[REDACTED]	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	Finance Manager	[REDACTED]	<p>[REDACTED]</p> <p>[REDACTED]</p>
Key Staff Role:	Key Staff Name	Contact Details:											
Engineering Manager	[REDACTED]	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>											
Managing Director	[REDACTED]	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>											
Finance Manager	[REDACTED]	<p>[REDACTED]</p> <p>[REDACTED]</p>											
<p>20. Special Terms</p>	<p>N/A</p>												
<p>21. Incorporated Terms</p>	<p>The following documents are incorporated into the Contract. If there is any conflict, the following order of precedence applies:</p> <p>(a) The cover letter from the Buyer to the Supplier dated 4th March 2024</p>												

	<ul style="list-style-type: none">(b) This Order Form(c) Any Special Terms (see row 20 (Special Terms) in this Order Form)(d) Conditions (as they may be amended)(e) The following Annexes in equal order of precedence:<ul style="list-style-type: none">i. Annex 1- Processing Personal Dataii. Annex 4- Supplier Tender
--	--

Signed for and on behalf of the Supplier	Signed for and on behalf of the Buyer acting on behalf of the Crown
Name: [REDACTED] [REDACTED]	Name: [REDACTED] [REDACTED]
Date: [REDACTED]	Date: [REDACTED]
Signature: [REDACTED]	Signature: [REDACTED]