**CONTRACT ORDER FORM**

This Contract Order Form is issued in accordance with the provisions of the Apprenticeship Training Provider Dynamic Marketplace (DMP) Agreement for Provision of Apprenticeship Training for the Level 6 Business to Business Sales Professional, dated 11th January 2021.

The Supplier agrees to supply the Services specified below on and subject to the terms of this Contract.

For the avoidance of doubt this Contract consists of the terms set out in this Contract Order Form and the Contract Terms.

|  |  |
| --- | --- |
| Order Number | REDACTED TEXT |
| From | Crown Commercial Service (“Customer”) |
| To | Middlesex University (“Supplier”) |

1. CONTRACT PERIOD

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| --- | --- | --- |
| 1.1 | Commencement Date | Monday 1st February 2021 |
| 1.2 | Expiry Date  (Apprenticeship programme completion date / End Point Assessment completion date) | Wednesday 31st January 2024  There is an option to extend this contract for six (6) months until Tuesday 30th July 2024. |

2. SERVICES REQUIRED

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| --- | --- | --- |
| 2.1 | Services Required.    APPRENTICESHIP TRAINING PROVIDER SERVICES / END POINT ASSESSOR SERVICES / BOTH.  NUMBER OF STUDENTS  END POINT ASSESSMENT  ADDITIONAL SERVICES | Provision of Apprenticeship Training for the Level 6 Business to Business Sales Professional.  The apprenticeship training will be delivered virtually until it is safe to do so during the COVID 19 pandemic.  Regular reviews between the Apprentice Training provider and CCS will take place virtually on a regular basis; the frequency of these meetings will be agreed between both parties according to the needs of the business.  Number of learners: 1  Please see contract charges below.  Please note that the volumes of work cannot be guaranteed.  The Business to Business Sales Professional is an Integrated Degree Apprenticeship for which the Training provider provides and completes the End Point Assessment.  Middlesex University is required to be and is on the register of End Point Assessment organisations for the Business to Business Sales Professional Apprenticeship.  There are no additional costs to the employer and the End Point Assessment, including a free resit, is included in the contract charges.  Ongoing support from a tutor will be provided for the duration of the learners’ Apprenticeship.  Induction of learners and their line managers.  Review of candidate details to check eligibility. |

3. CONTRACT PERFORMANCE

|  |  |  |
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| 3.1 | Required Apprenticeship Standard | Level 6 Business to Business Sales Professional |

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| --- | --- | --- |
| 3.2 | Quality Standards | Continued adherence to the relevant Institute for Apprenticeships industry standard.  Maintained ESFA registration and accreditation.  General industry good practice |

4. PAYMENT

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| 4.1 | Contract Charges | Contract Charges = £21,000.00 (ex VAT)  Please note that the volumes of work cannot be guaranteed. |
| 4.2 | Payment terms/Profile | Payment to be made in accordance with the current in force ESFA funding rules.  Further additional terms in Annex 2 of Contract Schedule 3. |
| 4.3 | Customer billing address | Crown Commercial Service, 9th Floor, The Capital, Old Hall Street, Liverpool, L3 9PP. |

5. LIABILITY AND INSURANCE

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| --- | --- | --- |
| 5.1 | Suppliers limitation of Liability | In Clause 25 of the Contract Terms |
| 5.2 | Insurance | Professional Indemnity Insurance cover of £1 million any one claim.  Public Liability Insurance cover of £1 million any one claim.  Employers Liability insurance cover of £5 million any one claim. |

FORMATION OF CONTRACT

By signing and completing this Contract Order Form the Supplier and the Customer agree to enter into a binding contract governed by the terms of this Contract Order Form and the attached terms and conditions.

For and on behalf of the Supplier:

|  |  |
| --- | --- |
| Name and Title | REDACTED TEXT |
| Date | REDACTED TEXT |

For and on behalf of the Customer:

|  |  |
| --- | --- |
| Name and Title | REDACTED TEXT |
| Date | REDACTED TEXT |