

CONTRACT ORDER FORM

This Contract Order Form is issued in accordance with the provisions of the Apprenticeship Training Provider Dynamic Marketplace (DMP) Agreement for the provision of **Apprenticeship Training Services RM6102.** Dated 30.04.2019.

The Supplier agrees to supply the Goods and/or 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	[INSERT DETAILS]
From	Department for Work and Pensions REDACTED ("Customer")
To	Babington Business College Limited Mallard Way, Pullman Business Park, Pride Park, Derby, DE24 8GX ("Supplier")

1. CONTRACT PERIOD

1.1	Commencement Date	14/09/2020
1.2	Expiry Date	13/09/2021
	End date of Call Off initial period	13/09/2021
	End date of Optional Call Off Extension Periods. This is subject to the agreement of both parties.	Extension Option 1: 1 st September 2022 Extension Option 2: 1 st September 2023
	Minimum written notice to Supplier in respect of extension:	6 months

2. SERVICES REQUIRED

2.1	Services Required. APPRENTICESHIP TRAINING PROVIDER SERVICES / END POINT	Delivery of Apprenticeship Standards outlined at section 3.1 and as outlined in in Contract Schedule 2 (Goods and/or Services) Both
-----	---	--

ASSESSOR SERVICES / BOTH.	
LOCATION	National delivery
APPRENTICESHIP TYPE AND SPECIFIC APPLICABLE INSTITUTE FOR APPRENTICESHIPS STANDARD	ST0384 Team Leader/Supervisor ST0385 Operations/Departmental manager ST0310 Associate Project manager
NUMBER OF STUDENTS	Current estimate = REDACTED Indicative predicted figures = REDACTED These are indicative volumes only. DWP makes no guarantee on volumes.
CLASS BASED	Blended delivery
ADDITIONAL SERVICES	None

3. CONTRACT PERFORMANCE

3.1	Required Apprenticeship Standard	ST0384 Team Leader/Supervisor – Level 3 ST0385 Operations/Departmental manager – Level 5 ST0310 Associate project manager - Level 4
-----	----------------------------------	---

3.1	Quality Standards	Continued adherence to the relevant Institute for Apprenticeships industry standard. (www.instituteforapprenticeships.org/) Maintained ESFA registration and accreditation. General industry good practice
-----	-------------------	---

4. PAYMENT

4.1	Contract Charges	ST0384: <ul style="list-style-type: none"> • Learners 1-50 would be @ REDACTED • Learners 51-65 @ REDACTED ST0385 REDACTED ST0310 REDACTED Contract Charges = based on predicted indicative numbers = £678,000
-----	------------------	--

		<p>Contract Charges (Maximum) £690,000.00</p> <p>These costs are based on indicative volumes only. DWP makes no guarantee on volumes.</p> <p>Contract Charges comprises:</p> <p>Levy services funded by ESFA;</p> <p>Top up for fees in excess of ESFA band NIL;</p> <p>Additional extra services NIL</p> <p>Includes the cost of any subcontractors and the cost of an approved end point assessor.</p>
4.2	Payment terms/Profile	Payment to be made in accordance with the current in force ESFA funding rules, and via the ESFA's digital apprenticeship service.
4.3	Customer billing address	Payments will be made via the ESFA's digital apprenticeship service levy-funding system

5. LIABILITY AND INSURANCE

5.1	Suppliers limitation of Liability	In Clause 25.3 of the Contract Terms
5.2	Insurance	<p>(Clause 26.3 of the Contract Terms):</p> <p>Professional Indemnity Insurance cover of £1 million any one claim.</p> <p>Public Liability Insurance cover of £1 million any one claim.</p> <p>Employers Liability insurance cover of £5 million any one claim.</p>

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	
Date	

For and on behalf of the Customer:

Name and Title	
Date	