

Award Form

This Award Form creates this Contract. It summarises the main features of the procurement and includes the Buyer and the Supplier's contact details.

1.	Buyer	<p>██████████ (the Buyer).</p> <p>Its offices are on: ██████████</p> <p>██████████</p>
2.	Supplier	<p>Name: ██████████</p> <p>Address: ██████████</p> <p>██████████</p> <p>██████████</p> <p>██████████</p> <p>Registration number: ██████████</p>
3.	Contract	<p>This Contract between the Buyer and the Supplier is for the supply of Deliverables, being Asset Management Training - see Appendix 3 (Specification) for full details.</p> <p>This opportunity is advertised in this Contract Notice in Find A Tender, reference FTS-001660 (FTS Contract Notice).</p>
4.	Contract reference	<p>Project Reference: - C27486</p> <p>Contract Reference: - C29059</p>
5.	Buyer Cause	<p>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 this Contract and in respect of which the Buyer is liable to the Supplier.</p>
6.	Collaborative working principles	<p>The Collaborative Working Principles do not apply to this Contract.</p> <p>See Clause 3.1.3 for further details.</p>
7.	Financial Transparency Objectives	<p>The Financial Transparency Objectives do not apply to this Contract.</p> <p>See Clause 6.3 for further details.</p>
8.	Start Date	<p>21st May 2025</p>

9.	Expiry Date	20 th May 2027
10	Extension Period	Not applicable
11	Ending this Contract without a reason	The Buyer shall be able to terminate this Contract in accordance with Clause 14.3.
12	Incorporated Terms (together these documents form the " this Contract ")	<p>The following documents are incorporated into this Contract. Where numbers are missing we are not using these Schedules. If there is any conflict, the following order of precedence applies:</p> <ul style="list-style-type: none"> (a) This Award Form (b) Any Special Terms (see Section 13 (Special Terms) in this Award Form) (c) Core Terms (d) Schedule 36 (Intellectual Property Rights) (e) Schedule 1 (Definitions) (f) Schedule 6 (Transparency Reports) (g) Schedule 20 (Processing Data) (h) The following Schedules (in equal order of precedence): <ul style="list-style-type: none"> (i) Schedule 2 (Specification) (ii) Schedule 3 (Charges) (iii) Schedule 5 (Commercially Sensitive Information) (iv) Schedule 7 (Staff Transfer) (v) Schedule 10 (Service Levels) (vi) Schedule 11 (Continuous Improvement) (vii) Schedule 14 (Business Continuity and Disaster Recovery) (viii) Schedule 21 (Variation Form) (ix) Schedule 22 (Insurance Requirements) (x) Schedule 25 (Rectification Plan) (xi) Schedule 26 (Sustainability) (xii) Schedule 29 (Key Supplier Staff) (xiii) Schedule 30 (Exit Management) (i) Schedule 4 (Tender), unless any part of the Tender offers a better commercial position for the Buyer (as decided by the Buyer, in its absolute discretion), in which case that

		part of the Tender will take precedence over the documents above.
13	Special Terms	<p>Special Term 1 – Break Point</p> <p>13.1 The Contract will be subject to review annually at a break point in May 2026, when the Buyer may decide to continue, reduce the scope, or terminate the Contract.</p>
14	Buyer's Environmental Policy	The [REDACTED] online at: [REDACTED] [REDACTED]
15	Social Value Commitment	The Supplier agrees, in providing the Deliverables and performing its obligations under this Contract, to deliver the Social Value outcomes in Schedule 4 (Tender) and report on the Social Value KPIs as required by Schedule 10 (Service Levels)
16	Buyer's Security	N/A

	Requirements and Security and ICT Policy	
17	Charges	<p>The total fixed cost will not exceed [REDACTED] excluding VAT and the Supplier's cost will be as detailed in Schedule 3 (Charges) and as detailed in the Supplier's tender Submission.</p> <p>Indexation is applicable as detailed in Schedule 3 (Charges) Details in Schedule 3 (Charges)</p>
18	Estimated Year 1 Charges	N/A
19	Reimbursable expenses	None
20	Payment method	<p>The Authority's preference is for all invoices to be sent electronically, quoting a valid Purchase Order Number (PO Number), to:</p> <p>APinvoices-ENV-U@gov.sscl.com</p> <p>Alternatively, you may post to:</p> <p>SSCL [REDACTED]</p> <p>PO Box 797</p> <p>Newport</p> <p>Gwent</p> <p>NP10 8FZ</p>
21	Service Levels	N/A

22	Liability	<p>In accordance with Clause 15.1 each Party's total aggregate liability in each Contract Year under this Contract (whether in tort, contract or otherwise) is no more than the greater of £5 million or 150% of the Estimated Yearly Charges.</p> <p>In accordance with Clause 15.5, the Supplier's total aggregate liability in each Contract Year under Clause 18.8.5 is no more than the Data Protection Liability, being £10 million.</p>
23	Cyber Essentials Certification	Cyber Essentials Scheme Basic Certificate (or equivalent). Details in Schedule 19 (Cyber Essentials Scheme).
24	Progress Meetings and Progress Reports	<p>The Supplier shall attend Progress Meetings with the Buyer every quarter.</p> <p>The Supplier shall provide the Buyer with Progress Reports every quarter.</p> <p>The Supplier shall send Performance Monitoring Reports every quarter.</p>
25	Guarantor	Not applicable
26	Virtual Library	N/A
27	Supplier's Contract Manager	<p>[Insert name]</p> <p>[Insert job title]</p> <p>[Insert email address]</p> <p>[Insert phone number]</p>
28	Supplier Authorised Representative	<p>██████████</p> <p>████████████████████</p> <p>██████████████████████████████</p> <p>██████████████████</p>
29	Supplier Compliance Officer	<p>[Insert name]</p> <p>[Insert job title]</p> <p>[Insert email address]</p> <p>[Insert phone number]</p>

30	Supplier Data Protection Officer	[Insert name] [Insert job title] [Insert email address] [Insert phone number]
31	Supplier Marketing Contact	[Insert name] [Insert job title] [Insert email address] [Insert phone number]
32	Key Subcontractors	N/A
33	Buyer Authorised Representative	[Insert name] [Insert job title] [Insert email address] [Insert phone number]

For and on behalf of the Supplier:	For and on behalf of the Buyer:
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