



Department for Transport

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Contract Reference: [TETI9009]

Schedule 1 - [REDACTED] contract including draft Order Form and Contract Conditions

Order Form

1. Contract Reference	<i>TETI9009</i>
2. Date	<i>01/12/2022</i>
3. Buyer	<i>Department for Transport (on behalf of the Secretary of State for Transport)</i> <i>[</i> <i>Department for Transport Great Minster House 33 Horseferry Road London SW1P 4DR</i> <i>]</i>
4. Supplier	<i>NEXT GREEN CAR LTD</i> <i>Unit 52 Runway East</i> <i>1 Victoria Street</i> <i>BS1 6AA</i> <i>05960749</i>
5. The Contract	<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 any [Annex/Annexes].</p> <p>Unless the context otherwise requires, capitalised expressions used in this Order Form have the same meanings as in Conditions.</p> <p>In the event of any conflict between this Order Form and the Conditions, this Order Form shall prevail.</p>



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	Please do not attach any Supplier terms and conditions to this Order Form as they will not be accepted by the Buyer and may delay conclusion of the Contract.
6. Deliverables	<i>The Deliverables are set out in Attachment 3 – Statement of Requirements under Annex A.</i>
7. Specification	The specification of the Deliverables is as set out in Attachment 3 – Statement of Requirements and the Supplier's Proposal document under Annex A of this Order Form.
8. Term	The Term shall commence on 05/12/2022 and the Expiry Date shall be 30/04/2024 unless it is otherwise extended or terminated in accordance with the terms and conditions of the Contract.
9. Charges	The Charges for the Deliverables shall be as set out in the Supplier's proposal under Annex A of this Order form. The total charge is £50,000 exc Vat and this is not to be exceeded without prior written consent from the Buyer.
10. Payment	Suppliers must be in possession of a written purchase order (PO), before commencing any work under this contract. The Purchase Order Number for this contract is: [TBC] . You must quote the aforementioned PO number on all invoices, and these must be submitted directly to: [Accounts Payable, Shared Services arvato, 5 Sandringham Park, Swansea Vale, Swansea SA7 0EA]



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	<p>To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and telephone number) of your Buyer contact (i.e. Contract Manager). Non-compliant invoices will be sent back to you, which may lead to a delay in payment.</p> <p>If you have a query regarding an outstanding payment please contact our Accounts Payable section:</p> <p>[ssa.invoice@sharedservicesarvato.co.uk]</p>	
11.Buyer Authorised Representative(s)	For general liaison your contact will continue to be [REDACTED]	
12.Address notices for	Buyer: [REDACTED] Great Minster House, 33 Horseferry Road London SW1P 4DR] Attention: [Project Sponsor] Email: [REDACTED]	Supplier: [Next Green Car Limited Unit 52, Runway East, 1 Victoria Street, Bristol, BS1 6AA] Attention: [Project Sponsor] Email: [REDACTED]
13.Key Personnel	Buyer: [REDACTED] Great Minster House, 33 Horseferry Road London SW1P 4DR Attention: [Project Sponsor]	Supplier: [REDACTED] Unit 52, Runway East, 1 Victoria Street, Bristol, BS1 6AA] Attention: [Project Lead] Email: [REDACTED]



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	Email: [REDACTED]
14.Procedures and Policies	N/A

Signed for and on behalf of the Supplier	Signed for and on behalf of the Buyer (<i>on behalf of the Secretary of State for Transport</i>)
Name: [REDACTED] [COO and Co-founder]	Name: [REDACTED] [Commercial Relationship Advisor. Road, Places and Environment.]
Date: 12/12/2022	Date: 13/12/2022
Signature: [REDACTED] 	Signature: [REDACTED]

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Annex A:

Supplier's Proposal:



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Attachment 3 – Statement of Requirements:



Attachment 3 -
Statement of Requirer