



Department
for Environment
Food & Rural Affairs

Standard Contract for Goods and/or Services - Order Form

1. Purchase Order Number	25023	
2. Customer	Department for Food and Rural Affairs	
3. Contractor(s)	OÜ Earth Care (juridical name), Earth Care Consulting (used business name)	
4. Defra Group Members	The following Defra Group members will receive the benefit of the Deliverables: Collection and Packaging reform	
5. The Agreement	This Order is part of the Agreement and is subject to the terms and conditions Referenced at Appendix 1 and shall come into effect on the Start Date. Unless the context otherwise requires, capitalised expressions used in this Order have the same meanings as in the terms and conditions. The following documents are incorporated into the Agreement. If there is any conflict, the following order of precedence applies (in descending order): a) this Order; b) the terms and conditions at Appendix 1; and c) the remaining Appendices (if any) in equal order of precedence.	
6. Deliverables	Applicable Deliverables	Goods Only: ☐ Services Only: ☒ Good and Services: ☐
	ds	None
	Services	
7. Start Date	19 th August 2024	
8. Expiry Date	30 th June 2025	
9. Charges	The Charges for the Goods and/or Services shall be as set out below in Appendix 3 – Charges. The Charges are fixed for the duration of the Agreement.	
10. Payment	Payments will be made in pounds by BACS transfer using the details provided by the supplier on submission of a compliant invoice. Invoices to be sent to [REDACTED] Department for Environment Food and Rural Affairs [REDACTED] [REDACTED] [REDACTED] United Kingdom	

11. Contractor's Liability Cap (Clause 13.2.1)	An amount equal to 3 times the value of the Contract.			
12. Customer's Authorised Representative(s)	For general liaison your contact will continue to be or, in their absence, 			
13. Contractor's Authorised Representative	For general liaison your contact will continue to be or, in their absence, 			
14. Optional Intellectual Property Rights ("IPR") Clauses	The Customer has chosen Option B respect of intellectual property rights provisions for the Agreement as set out in the terms and conditions. Customer ownership of all New IPR with limited Contractor rights to all New IPR in order to deliver the Agreement.			
15. Progress Meetings and Progress Reports	Not applicable			
16. Address for notices	<table><tr><td>Customer: [Department for Environment, Food and Rural Affairs Attention: Contract Manager Email: </td><td>Contractor: <i>OÜ Earth Care</i> Attention: <i>Member of the Board</i> Email: </td></tr></table>	Customer: [Department for Environment, Food and Rural Affairs Attention: Contract Manager Email:	Contractor: <i>OÜ Earth Care</i> Attention: <i>Member of the Board</i> Email:	
Customer: [Department for Environment, Food and Rural Affairs Attention: Contract Manager Email:	Contractor: <i>OÜ Earth Care</i> Attention: <i>Member of the Board</i> Email:			
17. Key Personnel of the Contractor	<table><tr><td>Key Personnel Role: DRS expert/consultant</td><td>Key Personnel Name: </td><td>Contact Details: Ph. </td></tr></table>	Key Personnel Role: DRS expert/consultant	Key Personnel Name: 	Contact Details: Ph.
Key Personnel Role: DRS expert/consultant	Key Personnel Name: 	Contact Details: Ph. 		
18. Procedures and Policies	The Customer's security / data security requirements are: Available on request The Customer's additional sustainability requirements are: Available on request The Customer's equality and diversity policy/requirements and instructions related to equality Law [and] environmental policy [is/are] Available on request The Customer's health and safety policy is: Available on request			
19. Special Terms	Special Term 1 N/A			
20. Additional Insurance	<i>Insurance to be in place in line with industry best practice]</i>			

21. Further Data Protection Provisions	The further data protection provisions contained within Annex 4 of the terms and conditions are applicable to this Agreement where indicated below: Yes: ☐ No: ☒
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Signed for and on behalf of the Customer	Signed for and on behalf of the Contractor
Name: [REDACTED]	Name: [REDACTED]
Head of EGS Programmes	Member of the Board
Date:	Date: __.__.2024
Signature:	Signature:

Appendix 1: Terms and Conditions

The Customer's Standard Good & Services Terms and Conditions which can be located on the [Defra Website](#) and which are called 'Standard Goods & Services Terms and Conditions (Core Defra)'

Appendix 2: Specification/Description

Objectives of the services required:

- Expert input on the design of the application process for a Deposit management organisation.
- Support on ensuring a successful application will meet the requirements as set out in the regulations.
- Recommendations for changes or improvements to our processes for assessing the final application.
- Identification of lessons learned from other appointment processes and suggestions for appropriate mitigations.
- Input on the use of other third party expert support, such as GIS mapping companies (for return points) and financial consultants.

Delivery detail:

- Attending key meetings to provide input
- Delivering reports and projects as required by DEFRA.
- Review of important documents including the application form.

Appendix 3: Charges

Hourly Rate [REDACTED] (+VAT if applicable)

Appendix 4: Processing Personal Data

Contract:	[REDACTED]
Date:	[REDACTED]
Description of authorised processing	Details
Identity of Controller and Processor for each category of Personal Data	

Subject matter of the processing	
Duration of the processing	
Nature and purposes of the processing	
Type of Personal Data	
Categories of Data Subject	
Plan for return and destruction of the data once the processing is complete UNLESS requirement under law to preserve that type of data	
Locations at which the Contractor and/or its subcontractors process Personal Data under this Agreement	
Protective Measures that the Contractor and, where applicable, its subcontractors have implemented to protect Personal Data processed under this Agreement against a breach of security (insofar as that breach of security relates to data) or a Personal Data Breach	