

## 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. Dated 16/5/2023.

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	K280022100
From	Driver and Vehicle Standards Agency ("Customer")
To	BPP University Ltd ("Supplier")

### 1. CONTRACT PERIOD

1.1	Commencement Date	6 May 2023
1.2	Expiry Date (Apprenticeship programme completion date / End Point Assessment completion date)	5 May 2026  This is the last date for enrolment onto the apprenticeship. The apprenticeship delivery is to be supported until completion of the programme and into EPA.  End point assessment

### 2. SERVICES REQUIRED

2.1	<p>Services Required.</p> <p>APPRENTICESHIP TRAINING PROVIDER SERVICES / END POINT ASSESSOR SERVICES / BOTH.</p> <p>LOCATION</p> <p>APPRENTICESHIP TYPE AND SPECIFIC APPLICABLE INSTITUTE FOR APPRENTICESHIPS STANDARD</p> <p>NUMBER OF STUDENTS</p> <p>CLASS BASED</p>	<p>Level 7 Solicitor Graduate Apprenticeship</p> <p>Apprenticeship Training Provider and End Point Assessor Services</p> <p>BPP education group, 2 Whitehall Quay, Leeds LS1 4HR</p> <p>3</p>
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	ADDITIONAL SERVICES	Blended – mainly remote. Some face to face. Remote sessions via Adobe Connect  N/A
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### 3. CONTRACT PERFORMANCE

3.1	Required Apprenticeship Standard [ie the required apprenticeship course]	Level 7 Solicitor Graduate Apprenticeship
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3.1	Quality Standards	Continued adherence to the relevant Institute for Apprenticeships industry standard. ( <a href="http://www.instituteforapprenticeships.org/">www.instituteforapprenticeships.org/</a> ) Maintained ESFA registration and accreditation. General industry good practice
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### 4. PAYMENT

4.1	Contract Charges	Level 7 Solicitor Graduate Apprenticeship  Contract Charges = £39,000 (this is not a commitment from the customer)  Contract Charges comprises:  Levy services funded by ESFA: Yes  Top up for fees in excess of ESFA band N/A  Additional extra services N/A  Includes the cost of any subcontractors and the cost of an approved end point assessor.
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	XXXXXX redacted under FOIA section 40, Apprenticeships Manager Email: XXXXXX redacted under FOIA section 40

### 5. LIABILITY AND INSURANCE

5.1	Suppliers limitation of Liability	In Clause 25 of the Contract Terms
5.2	Insurance	Clause 26 of the Contract Terms: 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.
6.0	Further Information	The parties agree that for the purposes of the Data Protection Legislation they are independent data controllers

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	XXXXXX redacted under FOIA section 40, Director
Date	01/06/2023

For and on behalf of the Customer:

Name and Title	XXXXXX redacted under FOIA section 40, Commercial Category Manager
Date	9/6/2023