**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 the Artificial Intelligence Data Specialist Level 7 Apprenticeship Training Services Dated 01/07/2024.

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 | CR\_4388 |
| From | Department for Business and Trade (“Customer”) |
| To | Cambridge Spark Limited (“Supplier”) |

1. CONTRACT PERIOD

|  |  |  |
| --- | --- | --- |
| 1.1 | Commencement Date | 15 July 2024 |
| 1.2 | Expiry Date  (Apprenticeship programme completion date / End Point Assessment completion date) | 14 July 2027  This is the last date of enrolment of any new learners, but contract should cover learning until all existing learners have completed their apprenticeships including End Point Assessment. |

2. SERVICES REQUIRED

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| --- | --- | --- |
| 2.1 | Services Required.    APPRENTICESHIP TRAINING PROVIDER SERVICES / END POINT ASSESSOR SERVICES / BOTH.    LOCATION    APPRENTICESHIP TYPE AND SPECIFIC APPICABLE INSTITUTE FOR APPRENTICESHIPS STANDARD    NUMBER OF STUDENTS    DELIVERY MODE    ADDITIONAL SERVICES | Provision of the Artificial Intelligence Data Specialist Level 7 Apprenticeship  Both  England  <https://www.instituteforapprenticeships.org/apprenticeship-standards/artificial-intelligence-ai-data-specialist-v1-0>  This order represents a maximum number of up to 40 annual commissions over a 3 year period. Maximum of 40 Apprentices. Numbers are indicative and may vary, and as such do not commit the Customers to the levels. Please note that the volumes of work cannot be guaranteed.  Online  N/A |

3. CONTRACT PERFORMANCE

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| --- | --- | --- |
| 3.1 | Required Apprenticeship Standard [ie the required apprenticeship course] | https://www.instituteforapprenticeships.org/apprenticeship-standards/artificial-intelligence -ai-data-specialist-v1-0 |

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

4. PAYMENT

|  |  |  |
| --- | --- | --- |
| 4.1 | Contract Charges | Total Contract Charges = Maximum of [REDACTED] over 3 years  [REDACTED] per apprentice  Contract Charges comprises (all charges are levy funded):  Year 1: 13 apprentices x [REDACTED] = [REDACTED]  Year 2: 13 apprentices x [REDACTED] = [REDACTED]  Year 3: 14 apprentices x [REDACTED] = [REDACTED]  Includes the cost of any subcontractors and the cost of an approved end point assessor.  VAT does not apply to this contract) |
| 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 | [CapabilityDelivery@businessandtrade.gov.uk](mailto:CapabilityDelivery@businessandtrade.gov.uk)  Old Admiralty Building, Westminster, London SW1A 2BL. |

5. LIABILITY AND INSURANCE

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| --- | --- | --- |
| 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. |

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 | [REDACTED] |
| Sign | [REDACTED] |
| Date | 05/07/2024 |

For and on behalf of the Customer:

|  |  |
| --- | --- |
| Name and Title | [REDACTED] |
| Sign | [REDACTED] |
| Date | 08/07/2024 |