Add NE Logo

**Standard Contract for Goods and/or Services - Order Form**

|  |  |  |
| --- | --- | --- |
| 1. **Purchase Order Number** | To be confirmed upon contract appointment | |
| 1. **Customer** | Natural England | |
| 1. **Contractor(s)** | To be confirmed upon contract appointment | |
| 1. **Defra Group Members** | The following Defra Group members will receive the benefit of the Deliverables:  N/A | |
| 1. **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):   1. this Order; 2. the terms and conditions at Appendix 1; and 3. the remaining Appendices (if any) in equal order of precedence. | |
| 1. **Deliverables** | **Applicable Deliverables** | **Goods Only:**  **Services Only:**  **Good and Services:** |
| **Goods** | As set out in Appendix 2 – Specification.  The Goods are to be Delivered in accordance with the following instructions:  Delivery Address:  Foss House, Kings Pool, 1-2 Peasholme Green, York YO1 7PX  Martin Moss: 07787251617  Date of Delivery: 27/02/2026 |
| **Services** | As set out in Appendix 2 – Specification.  Date of Delivery: 27/02/2026 |
| 1. **Start Date** | 24/07/2025 | |
| 1. **Expiry Date** | 27/02/2026 | |
| 1. **Charges** | The Charges for the Goods and/or Services shall be as set out in Appendix 3 – Charges. The Charges are fixed for the duration of the Agreement. | |
| 1. **Payment** | Payments will be made to the **Contractor** as set out in Appendix 3.  Payment details will be confirmed upon appointment of Contractor. | |
| 1. **Contractor’s Liability Cap (Clause 13.2.1)** | A sum equal to £5,000,000. | |
| 1. **Customer’s Authorised Representative(s)** | For general liaison your contact will continue to be  Martin Moss, martin.moss@naturalengland.org.uk | |
| 1. **Contractor’s Authorised Representative** | For general liaison your contact will continue to be  To be confirmed upon contract appointment | |
| 1. **Optional Intellectual Property Rights (“IPR”) Clauses** | The Customer has chosen Option **B** in respect of intellectual property rights provisions for the Agreement as set out in the terms and conditions. | |
| 1. **Progress Meetings and Progress Reports** | The Contractor shall attend progress meetings with the Customer, frequency to be confirmed upon contract appointment   * The Contractor shall provide the Customer with progress reports, frequency to be confirmed upon contract appointment | |
| 1. **Address for notices** | |  |  | | --- | --- | | **Customer:** | **Contractor:** | | Natural England  Foss House, Kings Pool  1-2 Peasholme Green  York  YO1 7PX  Attention: Martin Moss  Email: martin.moss@naturalengland.org.uk | To be confirmed upon contract appointment  Attention: TBC  Email: TBC | |  | | |
| 1. **Key Personnel of the Contractor** | |  |  |  | | --- | --- | --- | | **Key Personnel Role:** | **Key Personnel Name:** | **Contact Details:** | |  |  |  | | To be confirmed upon contract appointment | | | |  |  |  | | |
| 1. **Procedures and Policies** | Please see Standard Terms and Conditions as set out in Appendix 1. | |
| 1. **Special Terms** | N/A | |
| 1. **Additional Insurance** | N/A | |
| 1. **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:** | |

|  |  |
| --- | --- |
| Signed for and on behalf of the **Customer** | Signed for and on behalf of the **Contractor** |
| Name:  [**Insert** name]  [**Insert** job title] | Name:  [**Insert** name]  [**Insert** job title] |
| Date: | Date: |
| Signature: | Signature: |

**Appendix 1: Terms and Conditions**

The Customer’s Standard Good & Services Terms and Conditions which can be located on the [Natural England Website](https://eur05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.gov.uk%2Fgovernment%2Forganisations%2Fnatural-england%2Fabout%2Fprocurement&data=05%7C01%7Cdaniel.lavender%40dlapiper.com%7Ce61b389c5e15470f278e08dbcc060e37%7Ce855e7acc54640d299f7a100522010f9%7C1%7C0%7C638328098969691096%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=ymInFtzabvMF3T9or361i03D%2B4kyuzgt8T5CzJeS7Gc%3D&reserved=0) and which are called ‘Standard Goods & Services Terms and Conditions’

**Appendix 2: Specification**

**** **** **** ************** **

**Appendix 3: Charges**

Payment

The Authority will raise purchase orders to cover the cost of the services and will issue to the awarded supplier following contract award.

The Authority’s preference is for all invoices to be sent electronically, quoting a valid Purchase Order number. Invoices can be submitted only completion of project milestones in the schedule above.

It is anticipated that this contract will be awarded to end no later than 27th February 2026. Prices will remain fixed for the duration of the contract award period. We may at our sole discretion extend this contract to include related or further work. Any extension shall be agreed in writing in advance of any work commencing and may be subject to further competition.

Milestones and Payment schedule

|  |  |  |
| --- | --- | --- |
| Milestone | Due date | Payment |
| Task 1 - Develop a “final” schema, definitions and rulesets for the amended mapping approach. | 4 weeks from Contract Start date | 20% |
| Task 2a – Completion of reprocessing of data for the 3 pilot cities and Phase 1 trial areas. | 31st October 2025 | 30% |
| Task 2b – Completion of data amendments for Phase 2 and 3 Trial areas. | 30th January 2026 | 30% |
| Task 3 – Accuracy assessments and Data Confidence Overlay. | 30th January 2026 | 10% |
| Task 4 – Final stap by step User Guide. | 27th February 2026. | 10% |

**Appendix 4: Processing Personal Data**

**N/A**