Add NE Logo

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

|  |  |
| --- | --- |
| 1. **Purchase Order Number**
 | To be confirmed |
| 1. **Customer**
 | Natural England acting as part of the Department for Environment, Food and Rural Affairs |
| 1. **Contractor(s)**
 | [**Insert** *Contractor’s name, registered address (if registered), and registration number (if registered)* |
| 1. **Defra Group Members**
 | The following Defra Group members will receive the benefit of the Deliverables:Natural England acting as part of the Department for Environment, Food and Rural Affairs  |
| 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:**[x] **Good and Services:**[ ]  |
| **Goods** | ***N/A*** |
| **Services** | Working closely with NE project lead (Adam Waugh) this data will be analysed using Natural Capital-based approaches. The supplier will define and test a framework for assessing the ecosystem, societal and cultural services [cumulatively identified here as ES] provided by inshore fish communities using the data captured during the 2024 sampling programme (as explained above). Additional data resources identified by NE may also be included in the desk-based study, within the limitations of the project resources and timing, to be discussed with successful contractor during the initiation of project.Objectives:1. To delineate the generic framework for the ES assessment focussing on non-monetary values (no economic valuations required).
2. To test it using data from a once-annual multi-method fish sampling programme undertaken in geographically disparate locations, and in particular to assess:
	1. How effective the different fish sampling methods are in providing data to feed into the framework and assess different ESs.
	2. Whether fish-dependent ES assessment (based on the assessment of the fish communities and guilds that are relevant to the different ESs in an area is in agreement with fish-independent ES assessment (based on established habitat matrix approach; e.g. [Potts et al. 2014](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Faura.abdn.ac.uk%2Fbitstream%2Fhandle%2F2164%2F4468%2FPotts_et_al_2014_Marine_Policy.pdf%3Fsequence%3D1&data=05%7C02%7CAdam.Waugh%40naturalengland.org.uk%7C70ccb2d2d206430f3d8b08ddd6a17470%7C770a245002274c6290c74e38537f1102%7C0%7C0%7C638902711128060134%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=%2BlhJ0K9Hfv80R3xb5l1DdJG5yg5hsSdPRwVo2mZHRi0%3D&reserved=0)) and if that may inform on performance of a habitat/area*.*
	3. Whether the assessment can move from qualitative to quantitative (e.g., based on % species in the community delivering the ES, abundance etc)
3. Discuss the results also in light of how the predicted changes to the inshore environment (e.g. climate change) are likely to impact upon the value of the communities present and what trade-offs are likely to occur.
4. Provide recommendations on data/methods limitations and needs for natural capital assessment.
5. Provide key recommendations for Natural England-led monitoring and analysis approaches to secure ES-based future approaches to support NE’s key aims & objectives.
 |
| 1. **Start Date**
 | *12/09/2025* |
| 1. **Expiry Date**
 | *31/03/2025* |
| 1. **Charges**
 | The Charges for the Goods and/or Services shall be as set out [below ***[insert details]*** / in [Appendix 3 – Charges]]. The Charges are fixed for the duration of the Agreement.  |
| 1. **Payment**
 | Payments will be made in pounds by BACS transfer using the details provided by the supplier on submission of a compliant invoice.] |
| 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 [**Insert *contract manager name and contact details***] or, in their absence, [**Insert *secondary name and contact details***]. |
| 1. **Contractor’s Authorised Representative**
 | For general liaison your contact will continue to be [**Insert *contract manager name and contact details***] or, in their absence, [**Insert *secondary name and contact details***]. |
| 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 every one month
* The Contractor shall provide the Customer with progress reports every one month. This can be in the form of written meeting notes following the monthly progress meetings.
 |
| 1. **Address for notices**
 |

|  |  |
| --- | --- |
| **Customer:** | **Contractor:** |
| [**insert *nameand address of Customer***]Attention: [**insert *title***]Email: [**insert *email address***] | [**insert *nameand address of Contractor*]**Attention: **[insert *title***]Email: [**insert *email address***] |
|  |

 |
| 1. **Key Personnel of the Contractor**
 |

|  |  |  |
| --- | --- | --- |
| **Key Personnel Role:** | **Key Personnel Name:** | **Contact Details:** |
|  |  |  |
|  |
|  |  |  |

 |
| 1. **Procedures and Policies**
 | N/A |
| 1. **Special Terms**
 | Special Term 1 – ***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:**[x]  |

|  |  |
| --- | --- |
| 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/Description**

**Appendix 3: Charges**

**Appendix 4: Processing Personal Data**

|  |  |
| --- | --- |
|  |   |
| **[XXXX]** |
| **Contract:** |
| **Date:** | **[XXXX]** |
| **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 |  |