**Award Form**

This Award Form creates this Contract. It summarises the main features of the procurement and includes the Buyer and the Supplier’s contact details.

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|  | **Buyer** | London LGPS CIV Limited (the Buyer). Its offices are at: 4th Floor, 22 Lavington Street, London. SE1 0NZ |
|  | **Supplier** |

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| --- | --- |
| Name:  | **[Insert** name (registered name if registered)] |
| Address:  | **[Insert**address registered address if registered] |
| Registration number:  | **[*Insert*** registration number if registered] |
| SID4GOV ID: | **[Insert**SID4GOV ID if you have one] |

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|  | **Contract** | This Contract between the Buyer and the Supplier is for the supply of Deliverables, being [Insert general description of the Deliverables] - see Schedule 2 (Specification) for full details.This opportunity is advertised in this Contract Notice in Find A Tender, reference **[Insert** reference number] (FTS Contract Notice). |
|  | **Contract reference** | **P00125** |
|  | **Buyer Cause** | Any material breach of the obligations of the Buyer or any other default, act, omission, negligence or statement of the Buyer, of its employees, servants, agents in connection with or in relation to the subject-matter of this Contract and in respect of which the Buyer is liable to the Supplier.] |
|  | **Collaborative working principles** | The Collaborative Working Principles do not apply to this Contract.  |
|  | **Financial Transparency Objectives** | The Financial Transparency Objectives do not apply to this Contract.  |
|  | **Start Date** | 01st January 2026 |
|  | **Expiry Date** | Initial contract award will be for 36 months from start date |
|  | **Extension Period** | Contract extensions of up to 24 months may be awarded up to a maximum duration of 84 months[Extension exercised where the Buyer gives the Supplier no less than 3 Months’ written notice before this Contract expires]  |
|  | **Ending this Contract without a reason** | The Buyer shall be able to terminate this Contract in accordance with Clause 14.3. |
|  | **Incorporated Terms** (together these documents form the **"this Contract"**) | The following documents are incorporated into this Contract. Where numbers are missing we are not using these Schedules. If there is any conflict, the following order of precedence applies:1. This Award Form
2. Any Special Terms (see **Section 14 (Special Terms)** in this Award Form)
3. Core Terms
4. Schedule 36 (Intellectual Property Rights) **Not applicable**
5. Schedule 1 (Definitions)
6. Schedule 6 (Transparency Reports)
7. Schedule 20 (Processing Data)
8. The following Schedules (in equal order of precedence):
	1. Schedule 2 (Specification)
	2. Schedule 3 (Charges)
	3. Schedule 5 (Commercially Sensitive Information)
	4. Schedule 7 (Staff Transfer)
	5. Schedule 10 (Service Levels)
	6. Schedule 13 (Contract Management)
	7. Schedule 14 (Business Continuity and Disaster Recovery)
	8. Schedule 21 (Variation Form)
	9. Schedule 22 (Insurance Requirements)
	10. Not applicable
	11. Not applicable
	12. Schedule 25 (Rectification Plan)
	13. Schedule 26 (Sustainability)
	14. Schedule 30 (Exit Management)
9. Schedule 4 (Tender), unless any part of the Tender offers a better commercial position for the Buyer (as decided by the Buyer, in its absolute discretion), in which case that part of the Tender will take precedence over the documents above.
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 | **Special Terms** | Not applicable |
|  | **Buyer’s Environmental Policy**  | Not applicable |
|  | **Social Value Commitment** | The Supplier agrees, in providing the Deliverables and performing its obligations under this Contract, to deliver the Social Value outcomes in Schedule 4 (Tender) and provide the Social Value Reports as set out in Schedule 26 (Sustainability)  |
|  | **Buyer’s Security Requirements and Security and ICT Policy** | Security Policy:Supplier to provide evidence of their security policy ICT Policy: Not used |
|  | **Charges** | Supplier to provide details of charges, variation process for charges and any inflationary related increments. Details to be recorded within Schedule 3 (Charges) |
|  | **Estimated Year 1 Charges** | Dependent on the rate at which Buyer Partner Funds take up the services covered by this Contract, and the charging structure agreed under this Contract. |
|  | **Reimbursable expenses** | None |
|  | **Payment method** | Invoices should be submitted to invoices@londonciv.org.uk and payment will be via BACS transfer |
|  | **Service Levels** | Service Credits will accrue in accordance with Schedule 10 (Service Levels)The Service Credit Cap is 20% of the charges invoiced by the SupplierThe Service Period is 12 MonthsA Critical Service Level Failure is: **In relation to completion of asset class modelling and strategic allocation work failure to deliver accurate final reports within the deadlines agreed in the project plans, and in the format agreed, more than once in any twelve month period.**  |
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 | **Liability** | [In accordance with Clause 15.1 each Party's total aggregate liability in each Contract Year under this Contract (whether in tort, contract or otherwise) is no more than [the greater of £5 million**,** or **150**% of the Estimated Yearly ChargesIn accordance with Clause 15.5, the Supplier’s total aggregate liability in each Contract Year under Clause 18.8.5 is no more than the Data Protection Liability  |
|  | **Cyber Essentials Certification** | Cyber Essentials Scheme Plus Certificate (or equivalent).  |
|  | **Progress Meetings and Progress Reports** | * The Supplier shall attend Progress Meetings with the Buyer every 1 month
* The Supplier shall provide the Buyer with Progress Reports every 1 month
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|  | **Guarantor** | Not applicable |
|  | **Virtual Library** | Not applicable] |
|  | **Supplier’s** **Contract****Manager** | **[Insert** name]**[Insert** job title]**[Insert** email address]**[Insert** phone number] |
|  | **Supplier Authorised Representative** | **[Insert** name]**[Insert** job title]**[Insert** email address]**[Insert** phone number] |
|  | **Supplier Compliance Officer** | **[Insert** name]**[Insert** job title]**[Insert** email address]**[Insert** phone number] |
|  | **Supplier Data Protection Officer** | **[Insert** name]**[Insert** job title]**[Insert** email address]**[Insert** phone number] |
|  | **Supplier Marketing Contact** | **[Insert** name]**[Insert** job title]**[Insert** email address]**[Insert** phone number] |
|  | **Key Subcontractors** | **Key Subcontractor 1**Name (Registered name if registered): **[insert** name]Registration number (if registered): **[insert** number]Role of Subcontractor: **[insert** role]***[Guidance: copy above lines as needed]*** |
|  | **Buyer Authorised Representative** | **Ian Inglis****Chief Technology & Security Officer****ian.inglis@Londonciv.org.uk****+44 20 8194 7810** |

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| **For and on behalf of the Supplier:** | **For and on behalf of the Buyer**  |
| Signature: |  | Signature: |  |
| Name: |  | Name: |  |
| Role: |  | Role: |  |
| Date: |  | Date: |  |