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

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| 1. **Purchase Order Number** | TBC | |
| 1. **Customer** | Natural England | |
| 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 | |
| 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** | None |
| **Services** | Tree felling activities in Slinter Wood and Briars Well wood in the Via Gellia Valley, Derbyshire. The specification of the services to be delivered are set out in Section 2 of the Request for Quote titled: Delivery of tree felling operations in the Via Gellia Valley, Derbyshire. This entails thinning by tree felling of 2.23Ha of woodland.  To be performed on site in Slinter Wood and Briars well wood***.***  Date(s) of Delivery: 17/11/2025 to 27/02/2026  To be performed Mondary to Friday excluding days falling between 24/12/2025 and 05/01/2026 |
| 1. **Start Date** | 17/11/2025 | |
| 1. **Expiry Date** | 27/02/2026 | |
| 1. **Charges** | The Charges for the Goods and/or Services shall be as set out as in the commercial response. The Charges are fixed for the duration of the Agreement. | |
| 1. **Payment** | Payments will be made within 28 days of receipt of invoices. Invoices for services delivered should be issued within 28 days following each delivery, via email, to [Kathryn.cox@naturalengland.org.uk](mailto:Kathryn.cox@naturalengland.org.uk). Invoices should cite a valid PO number and the reference: LIFE19/NAT/UK/000147. 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  Owen Morris  [owen.morris@naturalengland.org.uk](mailto:owen.morris@naturalengland.org.uk)  07787226388    or, in their absence,  Martin Evans  [martin.evans@naturalengland.org.uk](mailto:martin.evans@naturalengland.org.uk)  07979 176741 | |
| 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 provide the Customer with progress reports every 7 days. | |
| 1. **Address for notices** | |  |  | | --- | --- | | **Customer:** | **Contractor:** | | Owen Morris  Attention: Natural England  Email: [owen.morris@naturalengland.org.uk](mailto:owen.morris@naturalengland.org.uk) | [**insert *name and address of Contractor*]**  Attention: **[insert *title***]  Email: [**insert *email address***] | | ***[Guidance note: See clause 20 of the terms and conditions for further details]*** | | |
| 1. **Key Personnel of the Contractor** | |  |  |  | | --- | --- | --- | | **Key Personnel Role:** | **Key Personnel Name:** | **Contact Details:** | |  |  |  | | ***[Guidance note: List names of any Contractor Key Personnel required to deliver the Agreement, and their contact details – see clause 6 of the terms and conditions for further details]*** | | | |  |  |  | | |
| 1. **Procedures and Policies** | For the purposes of the Agreement:  The Customer’s Standard goods and services terms and conditions are available for reference here: [Standard goods and services terms and conditions (£10,000 to £50,000) - GOV.UK](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.gov.uk%2Fgovernment%2Fpublications%2Fnatural-england-terms-and-conditions-for-goods-and-services%2Fstandard-goods-and-services-terms-and-conditions-10000-to-50000&data=05%7C02%7COwen.Morris%40naturalengland.org.uk%7Cdcc8190e5eca4970c25508de00cfeaab%7C770a245002274c6290c74e38537f1102%7C0%7C0%7C638949090157710805%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=ODOcawKni83pxR8BfIydsTf44dBGXInyPiESFVLwBUM%3D&reserved=0) | |
| 1. **Special Terms** | Special Term 1 – The delivery deadline of 27/02/2026 is a hard deadline and cannot be extended. Tree felling operations cannot extended past this deadline due to the start of bird nesting season. | |
| 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/Description**

[***Guidance note: Tender specification and Contractor’s tender response to be included here (if applicable)***]

**Appendix 3: Charges**

[***Guidance note: Include a clear breakdown of the charges in as much detail as necessary***]

**Appendix 4: Processing Personal Data**

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| **[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 |  |