

1 Status of these Terms and Conditions

- 1.1 Acceptance of a purchase order ("Purchase Order") constitutes acceptance of the following terms and conditions (these "Terms and Conditions").
- 1.2 Except where there is a written contract signed by both parties these Terms and Conditions shall have precedence over all other terms and conditions, including any terms or conditions which the contractor or supplier (the "Contractor") may purport to apply or which are endorsed upon any correspondence or documents issued by the Contractor irrespective of their date of communication to the London Fire and Emergency Planning Authority (the "Authority"). The Authority will not be liable in respect of a Purchase Order or instructions other than those issued or confirmed on an official Purchase Order by a duly authorised representative of the Authority
- 1.3 Nothing in these Terms and Conditions shall prejudice any conditions or warranty (expressly or implied) or rights of remedy to which the Authority is entitled in relation to the goods, materials, articles or services that the Contractor is required to supply under the Purchase Order (respectively, the "Goods" and the "Services") by virtue of statute or common law.
- 1.4 The offer shall be deemed to be accepted by the Contractor on the earlier of:
 - a) the Contractor issuing written acceptance of the Purchase Order; or
 - b) any act by the Contractor consistent with fulfilling the Purchase Order, at which point and on which date a contract (the "Purchase Order") shall become effective (the "Effective Date").

2 Delivery

- 2.1 The Contractor shall deliver all Goods and Services, as the case may be, to the location specified for delivery (the "Location") and in accordance with any delivery instructions or specifications in the Purchase Order or agreed by the parties in writing.
- 2.2 Delivery shall be completed in respect of the Goods, when the Goods have been unloaded at the Location and such delivery has been accepted in writing by a duly authorised agent, employee or representative of the Authority.
- 2.3 The quantity specified in the Purchase Order may not be changed without the Authority's prior written consent. In respect of a delivery of Goods, part deliveries may be rejected unless the Authority has previously agreed in writing to accept such deliveries.
- 2.4 Unless otherwise stated in the Purchase Order, the Contractor is responsible for obtaining all export and import licences, consents and permits for any Goods and shall be responsible for any delays due to such licences, consents and permits not being available when required.
- 2.5 Unless agreed in writing by the parties, the Contractor shall provide at its own expense all staff, equipment, tools, appliances, materials or items required for the provision of any Services.
- 2.6 Where the Authority agrees in writing to accept delivery by instalments or in stages these Terms and Conditions will be construed as a single contract in respect of each instalment or stage, as the case may be. Failure by the Contractor to deliver any one instalment shall allow the Authority at its option to treat the Purchase Order in its entirety as repudiated depending upon the circumstances of the non-delivery, such option not to be unreasonably invoked.
- 2.7 The Contractor shall immediately notify the Authority of any likely delay in delivery, dispatch, provision or completion of the Goods and/or Services and, without prejudice to any other right, the Authority shall be entitled to cancel the Purchase Order if such apprehended delay is likely to jeopardise the purpose of the order.
- 2.8 The Contractor shall provide information relating to the performance of the Services and/or any deliverables in a format, medium and at times specified by the Authority.
- 2.9 While at the Location the Contractor will comply with all relevant policies of the Authority and in the performance of the Services, the Contractor will co-operate fully with any other Contractors appointed by the Authority in connection with the provision of other services at the Location.

3 Time

- 3.1 The time of delivery shall be as stated on the Purchase Order (or as otherwise agreed in writing by the parties) and if no time for delivery is expressly agreed then delivery shall be made within 14 days of receipt of the Purchase Order (the "Delivery Time").
- 3.2 Time shall be of the essence and without prejudice to any other right or remedy of the Authority. Three consecutive failures to deliver at the Delivery Time shall entitle the Authority to cancel the Purchase Order and recover costs in accordance with Condition 18.

Property and Risk

- 4.1 Without prejudice to the Authority's right of rejection, property and risk in any Goods shall pass to the Authority when such Goods have been delivered to the Authority.
- 4.2 Any tools, patterns, materials, drawings, specifications and/or other data provided by the Authority to the Contractor in connection with the Purchase Order ("the Material and Tools") are to be used by the Contractor solely for the purpose of completing the Purchase Order and will at all times be at the Contractor's risk. The Authority retains ownership of the Material and Tools including intellectual property and they shall be delivered up to the Authority immediately on request.

5 Price

- 5.1 The Price for the supply of Goods or Services shall be that stated in the Purchase Order and shall be inclusive of all labour costs, equipment, materials, charges for packaging, shipping, carriage, insurance and delivery, and any duties or levies other than Value Added Tax, unless otherwise expressly stated in the Contractor's offer or agreed in writing.
- 5.2 Unless specifically stated otherwise the Price shall be in Pounds sterling.

6 Invoices and Payment

- 6.1 The Contractor shall only render invoices:
 - 6.1.1 In relation to Goods after completion of delivery of all the Goods in the Purchase Order; or
 - 6.1.2 In relation to Services upon satisfactory completion of the Services or in relation to ongoing Services within 15 days of the end of the calendar month in which the Services were provided; or
 - 6.1.3 Where the parties agree delivery by instalments, after each delivered instalment.
- 6.2 Invoices must include the following details:
 - 6.2.1 a valid Purchase Order (PO) (number starts with 45***), Contract Number, the Contractor's VAT Registration Number and where appropriate, the Contract Reference Number;
 - 6.2.2 the invoice number;
 - 6.2.3 a description of the Good or Services delivered; and
 - 6.2.4 full details of unit price, quantities, total price, any discount allowed and VAT if applicable.
- 6.3 Invoices shall be rendered separately for each Purchase Order, must not be submitted in duplicate and be submitted in PDF format emailed to Accounts Payable at invoices@london-fire.gov.uk
- 6.4 At the request of the Authority the Contractor shall provide all information necessary to support the invoiced amount including all relevant proof of delivery, time sheets, details of expenses incurred and invoices paid.
- 6.5 Payment will be made within 30 days of receipt of a valid invoice, if the Goods or Services have been delivered in accordance with these Terms and Conditions, via BACS (Bank Automated Clearing System) or such other method as the Authority may so chooses from time to time.
- 6.6 Payment will be made without prejudice to the Authority's right of rejection or any claims the Authority may have against the Contractor and prior to making payment the Authority will be entitled to make deductions against disputes or potential claims against the Authority for which the Contractor is required to indemnify the Authority under these Terms and Conditions.
- 6.7 For the Avoidance of doubt the Authority shall not be liable to pay any invoice so far as it relates to goods or services supplied without a Purchase Order or goods or services supplied in excess of the Goods or Services required under a Purchase Order.

7 Packaging

- 7.1 The Contractor will, at its own costs, comply with any special packaging requirements detailed in a Purchase Order as well as all relevant legal requirements.
- 7.2 Goods shall be securely packed in trade packages of a type normally used by the Contractor for commercial deliveries of the same or similar goods either in retail or in bulk quantities within the United Kingdom. The Authority is not liable, unless otherwise agreed in writing, for any packaging (or the return of any packaging). Pallets must be to Euro size.
- 7.3 In respect of Goods, the following details shall be shown on the outside of every package unless otherwise specified in the Purchase Order:
- 7.3.1 a description of the Goods which shall include, without limitation, the weight of the Goods where available and the Authority's Purchase Order number;
 - 7.3.2 the quantity in the package where available;
 - 7.3.3 any special directions for storage;
 - 7.3.4 the expiry date of the contents where available;
 - 7.3.5 the batch number; and
 - 7.3.6 the name of the manufacturer of the Goods and of the Contractor.
- 7.4 Unless instructed otherwise by the Authority the Contractor shall collect without charge any returnable containers (including pallets) within 21 days of delivery. Empty containers not so removed may be returned by the Authority at the Contractor's expense or otherwise disposed of at the Authority's discretion.

8 Quality

- 8.1 The Goods and/or Services shall be supplied strictly in accordance with the specification and/or any sample previously provided to the Authority or as agreed with the Authority in writing and, unless otherwise agreed in writing, shall conform to all relevant standards, specifications and conditions.
- 8.2 Any Goods must be supplied with adequate instructions as to use and use-by date, be fit for the purpose for which they are intended, of satisfactory quality, and free from defects in design, material and workmanship.
- 8.3 The Contractor shall, in providing any Services exercise that degree of speed, care, skill, diligence and foresight which would reasonably and ordinarily be expected from a skilled and experienced service provider engaged in the provision of services similar to the Services under the same or similar circumstances as those applicable to these Terms and Conditions and which are in accordance with any codes of practice published by relevant trade associations.
- 8.4 The Contractor will indemnify and keep indemnified the Authority against any damage to its property (including any materials, tools or patterns sent to the Contractor for any purpose) and against any claims for loss, expense or injury to or of any person or to the property of any person which results during or after proper use, directly or indirectly, from defective materials, goods, services, workmanship or design used or supplied by the Contractor or by reason of the Contractor's negligence or for any act or omission on the part of the Contractor's employees, sub-Contractors, assignees, representatives or agents arising out of the execution of the Purchase Order.
- 8.5 The Contractor agrees to assign to the Authority upon request the benefit of any warranty, guarantee or similar right which it has against any third party manufacturer or contractor of any goods or services or any part thereof.
- 8.6 The Authority's rights under these Terms and Conditions are in addition to the statutory conditions, warranties and terms implied in favour of the Authority by the Sale of Goods Act 1979, the Supply of Goods and Services Act 1982, related statutes and any statutory re-enactment(s) or modification(s) thereof.
- 8.7 The Contractor shall ensure that the Goods shall:
- 8.7.1 correspond with their description and any applicable specification;
 - 8.7.2 be of satisfactory quality (within the meaning of the Sale of Goods Act 1979, as amended) and fit for any purpose held out by the Contractor or made known to the Contractor by the

Authority expressly or by implication, and in this respect the Authority relies on the Contractor's skill and judgement;

- 8.7.3 where they are manufactured products, be free from defects in design, material and workmanship and remain so for 18 months after delivery; and
- 8.7.4 comply with all applicable statutory and regulatory requirements relating to the manufacture, labelling, packaging, storage, handling and delivery of the Goods.

9 Rejection

- 9.1 In the case of Goods or Services found to be defective or inferior in quality to or differing in form or material from the specification, or not complying with any term, whether expressed or implied of these Terms and Conditions (the "Defective Goods or Services"), the Authority may, at its discretion:
- 9.1.1 cancel the Purchase Order;
 - 9.1.2 require the Contractor, as soon as reasonably practicable, either to repair or replace the Defective Goods or Services at the Location (at the Contractor's cost), or refund to the Authority the Purchase Order price in respect of the Defective Goods or Services. Any repairs, replacements or refunds shall themselves be subject to these Terms and Conditions;
 - 9.1.3 in the case of defective delivery, require the Contractor to promptly reimburse the Authority in respect of any cost including but not limited to freight, clearance, duty and storage charges incurred by the Authority; and/or
 - 9.1.4 purchase goods or services of the same or similar description to the Goods or Services elsewhere and recover from the Contractor the amount by which the cost of purchasing such other goods or services exceeds the amount that would have been payable to the Contractor in respect of the Goods or Services replaced, provided that the Authority uses all reasonable endeavours to mitigate its losses in this respect.
- 9.2 In the event of a rejection or cancellation of the Purchase Order as a result of Defective Goods or Services the Authority shall notify the Contractor in writing, and the payment obligation in relation to any such Defective Goods or Services shall be terminated forthwith. For the avoidance of doubt, if payment has already been made to the Contractor the Contractor shall refund all sums paid by the Authority to the Authority for the rejected Goods and/or Services.
- 9.3 The whole of any delivery may be rejected if a reasonable sample of any Goods taken indiscriminately from that delivery is found not to conform in every material respect to the requirements of these Terms and Conditions.
- 9.4 The Authority's right of rejection shall continue irrespective of whether the Authority has in law accepted the Goods and/or Services.
- 9.5 Any Goods so rejected after delivery shall be removed by the Contractor at its own expense within 14 days from the date of notification of rejection. If the Contractor fails to remove them within such period the Authority may return any rejected Goods at the Contractor's risk and expense and charge the Contractor for the cost of storage from the date of rejection.
- 9.6 The Contractor will not sell or dispose of to any person or body other than the Authority, any articles stamped or marked, "London Fire and Emergency Planning Authority" or bearing any other indication that such articles were manufactured for the Authority. Should the Authority reject or refuse to accept delivery of any such articles so stamped or marked and the Contractor will not resale the articles to the Authority, the Contractor must forthwith efface such stamp or mark from such articles.
- ## 10 Employment
- 10.1 In performing any Services, the Contractor shall operate as, and have the status of, an independent Contractor and shall not (and neither shall any of its employees, agents, representatives or sub-Contractors) operate or have the status of agent, employee or representative of the Authority.
- 10.2 The Contractor undertakes to comply with and to ensure that all its employees, agents, representatives and sub-Contractors ("Personnel") comply with all relevant legislation, regulations, codes of practice, guidance notes and other requirements of any relevant government or governmental agency, safety and security

standards and site procedures and codes of the Authority; any reasonable instructions and guidelines issued by the Authority from time to time; and the Authority's requirements in relation to security and background checks.

- 10.3 The Contractor undertakes to ensure that all of the Personnel will be appropriately qualified and experienced to undertake their tasks and will use professional skill and care of the highest standards applicable in the relevant industry in the provision of any Services which will be supplied in a professional and competent manner and will be fully supervised at all times.
- 10.4 The Contractor shall at the reasonable request of the Authority immediately (and without any compensation being payable to the Contractor) replace any of its Personnel with another employee of no less status, knowledge or experience and approved by the Authority.

11 Intellectual Property Rights

- 11.1 The Contractor shall, at its expense, defend any actions arising from infringements or alleged infringements of its rights in or to exploit or to licence any right or interest of any kind arising out of or granted or created in respect of any and all patents, trade marks, service marks, domain names, registered designs, inventions, know-how, confidential information, unregistered trade marks and service marks, trade and business names, unregistered design rights and other rights in designs and rights in databases, subsisting anywhere in the world or rights of the same or similar effect or nature as or to those above, in each case, in any jurisdiction ("Intellectual Property Rights") in connection with the Goods and/or Services and the Contractor undertakes to indemnify and keep indemnified the Authority against any costs, claims, proceedings, expenses and demands arising from the use, application, supply or delivery of any process, article, matter or thing supplied under these Terms and Conditions that would constitute or is alleged to constitute any infringement of any person's Intellectual Property Rights.
- 11.2 Subject to any prior rights of the Contractor, and to the rights of third parties, all intellectual property rights resulting from the execution of a Purchase Order shall vest in and be the absolute property of the Authority.

12 Confidentiality

- 12.1 In respect of any confidential information it may receive from the other party, each party undertakes to keep secret and strictly confidential and not disclose any such confidential information to any third party, without the prior written consent of the party disclosing it.
- 12.2 Neither party shall without the prior written consent of the other disclose, copy, publicise or publish, the existence of a Purchase Order or any information related to these Terms and Conditions including, but not limited to, the name of the Authority, any Goods or Services or the place of delivery or performance.
- 12.3 Neither the name, logo or style of "London Fire brigade", nor any Intellectual Property associated therewith nor any photograph or drawing depicting any officer of the Authority shall be included in any published material without the written consent of the Authority.
- 12.5 The Contractor shall:
 - 12.5.1 comply and procure that its employees comply with the provisions of the Official Secrets Acts 1911 to 1989; and
 - 12.5.2 assist and co-operate with the Authority (at the Contractor's expense) to enable the Authority to comply with the requirements of the Freedom of Information Act 2000 ("FOIA") and the Environmental Information Regulations 2004 ("EIR"), including but not limited to transferring any request for information pursuant to such statutes to the Authority within two business days of receipt.
- 12.6 The Contractor acknowledges that the Authority shall be responsible for determining, at its absolute discretion, whether any information is exempt from disclosure or should be disclosed pursuant to the FOIA and EIR and may disclose information with or without consulting the Contractor. In no event shall the Contractor respond to a request for information without the prior written consent of the Authority.
- 12.7 The provisions of this Condition shall continue without limit in time.
- 12.8 Except with the prior written consent of the Authority or pursuant to an Order of the Court, the Contractor will not make any press or similar announcements or publicise details regarding a Purchase Order or its existence

in any way. The Contractor will use all reasonable steps to ensure that its sub-Contractors, employees, agents and consultants comply with this clause.

- 12.9 Notwithstanding the foregoing, the Authority will be entitled to publicise details regarding a Purchase Order and/or its existence, including making a press announcement.

13 Data Protection

- 13.1 "Data Protection Legislation" means the General Data Protection Regulation ((EU) 2016/679), the Law Enforcement Directive ((EU) 2016/680) and any applicable national implementing Laws as amended from time to time, the Data Protection Act 2018, the Electronic Communications (EC Directive) Regulations 2003 and any other data protection laws and regulations (including amended, supplemental or replacement laws and regulations) applicable in the United Kingdom and any codes of practice, guidelines and recommendations issued by the Information Commissioner or any replacement body, all of which are current at the time of any processing of Personal Data.
- 13.2 The Contractor shall comply with Data Protection Legislation. Both parties agree to use all reasonable efforts to assist each other to comply with Data Protection Legislation.

14 Hazards

- 14.1 The Contractor will provide applicable hazard information such as material safety data sheets and will inform the Authority of all regulations and guidance (statutory or otherwise) which the Contractor knows or believes to be associated with any Goods and/or Services and any combination of any Goods and/or Services with another product.
- 14.2 The Contractor will indemnify the Authority against all liability and loss related to any third party claim which arises from the Contractor's or the Contractor's sub-Contractors' actions resulting in the alleged release of any waste, hazardous substance or other pollutant.

15 Computer Hardware/Software

- 15.1 The Contractor warrants that all computer hardware or software supplied by the Contractor to the Authority:
 - 15.1.1 is free from defects and/or disabling codes, and has been duly tested to ensure that there are no hidden defects or disabling codes and is subject to recognised and appropriate release procedures including the latest version of a proprietary virus detection software package approved by the Authority, and the Contractor shall procure that corresponding obligations are imposed on its subContractors and agents;
 - 15.1.2 has been obtained from a reputable and reliable software developer and not through any interest group or multi-organisational software sharing scheme unless otherwise agreed in writing by the Authority; and
 - 15.1.3 will comply and function substantially in accordance with its related user documentation.
- 15.2 The Contractor shall indemnify, keep indemnified and hold the Authority harmless against any and all losses, damages, costs, claims, proceedings, or expenses sustained or incurred directly or indirectly by the Authority as a result of the Contractor's breach of the above warranties.

16 Assignment and succession

- 16.1 The Contractor shall not transfer, assign, novate, sub-contract or otherwise dispose of their obligations under a Purchase Order without the prior written consent of the Authority, which consent may be conditional upon such assignee or sub-Contractor accepting these Terms and Conditions or conditions as the Authority may think fit to impose.
- 16.2 Where the Contractor enters into a contract with a Contractor or sub-Contractor for the purpose of performing its obligations under or any part of it, it shall ensure that the sub-contract requires payment within a maximum period of 30 days from receipt of a valid invoice as defined by these Terms and Conditions.

16.3 The Authority will be entitled to assign, novate or otherwise dispose of its rights and obligations under a Purchase Order to any contracting authority or other body which substantially performs any of the functions that previously had been performed by the Authority, provided that any such assignment, novation or other disposal will not increase the burden of the Contractor's obligations pursuant to these Terms and Conditions.

17 Liability and Insurance

17.1 The Contractor will be liable for and will immediately on demand indemnify the Authority in full against any expense (including any legal or other professional expense), costs, liability, loss, damage, claim or proceedings, directly or indirectly incurred or suffered by the Authority:

17.1.1 arising under any statute or at common law in respect of personal injury to or death of any person whomsoever, or damage to property arising out of, or in the course of, or caused by the provision of Goods or Services under a Purchase Order except to the extent that the same is due to any act or neglect of the Authority or of any person for whom the Authority is responsible;

17.1.2 arising from or in connection with the breach of any third party's Intellectual Property Rights as a result, directly or indirectly, of the provision of Goods or Services under a Purchase Order;

17.1.3 as a result of or in connection with any act or omission of the Contractor or its employees, agents or sub-Contractors in supplying, delivering and /or installing Goods or performing Services under a Purchase Order;

17.1.4 arising from or in connection with the breach of these Terms and Conditions in relation to a Purchase Order or any warranty given by the Contractor in relation to the Goods and/or Services under a Purchase Order.

17.2 The Contractor shall have in force and maintain adequate insurance with a reputable insurance company in respect of its liabilities imposed by these Terms and Conditions in relation to a Purchase Order. The Contractor agrees that any monies received by the Contractor from the insurance company in full or part settlement of a claim arising out of a Purchase Order and paid by or due to the Authority shall be paid immediately to the Authority without offset or counterclaim.

17.4 The Contractor shall within 7 days of a written request by the Authority produce all evidence of insurance, together with details of all conditions, warranties, extensions and exclusions.

17.5 This Condition 17 shall survive the termination of the Purchase Order.

18 Cancellation

18.1 The Authority is entitled to cancel a Purchase Order (or any part of it) immediately by notice to the Contractor and to reimbursement in respect of the Purchase Order price (or the appropriate part thereof) and all loss and/or expense (which shall include all reasonable costs of the Authority for the time spent by its employees, agents or representatives in cancelling the Purchase Order and making alternative arrangements for the provision of the Goods and/or Services) suffered as a direct or indirect result of:

18.1.1 the failure of the Contractor to deliver any Goods or Services in accordance with Conditions 2, 3 or 8; or

18.1.2 the circumstances described in Condition 9.

18.2 A Purchase Order may be cancelled at any time by the Authority for any reason whatsoever, by giving the Contractor 10 days' notice in writing.

18.3 Cancellation shall not relieve either party from any liability or right accrued prior to such cancellation or expiry.

18.4 The Authority shall, in addition to its power to cancel by notice, have the power to terminate a Purchase Order immediately at any time by giving the Contractor written notice. The Authority reserves the right to direct the Contractor to cease all work connected with a Purchase Order during the period of notice. Where the Authority has invoked either of these rights, the Contractor may claim reasonable costs necessarily and properly incurred by it prior to the date of termination, excluding loss of profit. For the avoidance of doubt the Contractor's claim under this condition may not exceed the total cost of the Purchase Order had it not been terminated, less any sums already paid.

18.5 In the event of any strike, lockout, fire, explosion or accident or of any stoppage of the Contractor's business or work beyond its control which may prevent or hinder the use or delivery of any Goods and/or Services, the payment for such may be suspended or postponed at the Authority's option until the circumstances preventing or hindering the use or delivery of such Goods and/or Services has ceased. If such prevention or hindrance continues for more than 20 days the Authority shall be entitled to cancel the Purchase Order.

19 Consequences of Cancellation

On cancellation of the Purchase Order, the Contractor shall, not later than 7 days after the Authority's request:

19.1 deliver to the Authority (or as the Authority shall direct) all quantities of any Goods in its possession;

19.2 return to the Authority all documents and/or materials provided to the Contractor by the Authority; and

19.3 ensure that all documents and/or materials containing Intellectual Property Rights and/or any information of a technical nature relating to the Goods and/or Services, the manufacture of any Goods, or of a confidential nature, are returned to the Authority or destroyed by the Contractor at the Authority's option.

20 Law

These Terms and Conditions shall be governed and construed according to English law and the parties hereby submit to the jurisdiction of the English courts.

21 Equality and Diversity

21.1 The Contractor shall not unlawfully discriminate either directly or indirectly on such grounds as race, colour, ethnic or national origin, disability, sex or sexual orientation, religion or belief, or age and without prejudice to the generality of the foregoing the Contractor shall not unlawfully discriminate within the meaning and scope of the Disability Discrimination Act 1995, the Human Rights Act 1998, the Equalities Act 2010 and other relevant legislation and any statutory modification or re enactment thereof.

21.2 The Contractor shall require that any sub-Contractor engaged in or about the work to comply with the foregoing paragraph.

21.3 The Contractor shall work with the Authority as reasonably required throughout the term of a Purchase Order to enable the Authority to fulfil its duties under the Equality Act 2010. In the event that the Contractor breaches any provision of this clause in a material respect, the Authority shall have the right to terminate the Purchase Order.

21.4 The Contractor shall comply with

21.4.1 the terms of the Authority's equality and diversity policy as provided to the Contractor from time to time; and

21.4.2 any other requirements and instructions which the Authority reasonably imposes in connection with any equality obligations imposed on the Authority at any time under applicable equality Law; and

24.5 The Contractor shall take all necessary steps, and inform the Authority of the steps taken, to prevent unlawful discrimination designated as such by any court or tribunal, or the Equality and Human Rights Commission

22 Bribery and Bar on Employment of the Authority Employees

22.1 The Contractor or anyone associated with the Contractor (associates shall be determined in accordance with section 8 of the Bribery Act 2010) shall not offer or give, or agree to give, to any officers or staff or representatives of the Authority any gift or consideration of any kind as an inducement or reward for doing or refraining from doing or for having done or refrained from doing, any act in relation to the obtaining a Purchase Order or any other contract with the Authority or for showing or refraining from showing favour or disfavour to any person in relation to the Purchase Order or any other such contract with.

- 22.2 The Contractor's attention is drawn to the criminal offences created by the Prevention of Corruption Acts 1889 to 1916 and the Bribery Act 2010, any breach of these acts shall be a material default upon which the Authority may immediately terminate a Purchase Order.
- 22.3 The Contractor will not at any time during the continuance of a Purchase Order employ any employee of the Authority, whether in the execution of the Purchase Order or otherwise.
- 22.4 If any breach of Condition 22.1 is suspected or known, the Contractor must notify the Authority immediately.

23. Transparency

The Contractor acknowledges that the Authority is subject to the Elected Local Policing Bodies (Specified Information) Order 2011. The Contractor gives consent to the Authority to publish the details of a Purchase Order, information regarding any tender process for a Purchase Order, and information regarding amounts paid to the Contractors under a Purchase Order ("The Contract Information"). The Authority in its absolute discretion may redact all or part of the Contract Information prior to its publication. The Authority shall make the final decision regarding publication and/or redaction of the Contract Information.

24. Labour Clause

- 24.1 The Contractor will at all times during the continuance of a Purchase Order:
- 24.1.1 comply fully with the terms of any collective agreement entered into between one or more trade unions and any association of employers of which the Contractor is a member;
 - 24.1.2 shall not itself, or through a servant or agent, perform any act intended to discourage employees or prospective employees from becoming or continuing as members of a trade union;
 - 24.1.3 the Contractor shall not itself, or through a servant or agent, penalise employees or prospective employees in any way by reason of their membership of a trade union.
- 24.2 In the event that the Contractor breaches any provision of this clause in a material respect the Authority shall have the right to terminate a Purchase Order.
- 24.3 No underletting or sub-contracting on the part of the Contractor will operate to relieve the Contractor in any respect from their liability to the Authority in relation to Purchase Order under this clause, and the Contractor will be and be held responsible to the Authority for the due performance and observation of this clause by all sub-Contractors.

25 Statutory and other regulations

- 25.1 The Contractor will in all matters arising from the performance of a Purchase Order conform at its own expense with all Acts of Parliament and with all orders, regulations and bye-laws made with statutory authority by Government departments or by local or other authorities that are applicable to this Purchase Order.
- 25.2 Any approval by the Authority will not of itself remove the need for the Contractor to obtain any necessary consents or licences or approvals whatsoever required as a result of or in connection with the execution or performance of a Purchase Order.
- 25.3 While on the Authority premises the Contractor will at all times ensure that its employees, agents and subcontractors comply in all respects with the Authority's health and safety policy and with the lawful requirements of the Authority's Health and Safety Manager.

26 Best Value

The Contractor agrees to actively promote, support and assist the Authority in discharging its duty of obtaining best value when purchasing goods and services and either alone or jointly with the Authority seek to identify steps which may result in savings for the Authority or the Contractor or both.

27 Contract (Rights of Third Parties Act) 1999

A person who is not a party to this Purchase Order shall not have any rights under or in connection with it.