

Procurement contract

The City of Helsinki Wholesale Market and Teurastamo Area Testbed project: execution of pilots selected in the innovation competition

1. Contracting parties

Client City of Helsinki Economic Development Division, Innovations and New Experiments Unit

Unioninkatu 28 A, 3rd floor

PO Box 20, 00099 City of Helsinki

Experiment Supplier

xxx

xxx

xxx

1. Representatives

Client representative: Jouni Spets, jouni.spets@hel.fi, tel. +358 (0)40 5927320

Supplier representative: xx.xx

The representatives shall be responsible for monitoring and overseeing the execution of the contract and for communicating with the other contracting party and within their own organisation on any matters related to the execution of the contract. The representative of the other contracting party shall be notified without undue delay if the representative of a contracting party changes.

1. Contract content

This procurement contract concerns the experiment procurement of the product or service selected in the City of Helsinki Wholesale Market and Teurastamo Area Testbed project’s innovation competition in accordance with the bid submitted by the experiment supplier and this contract.

1. The experiment as the subject matter of the contract
	1. Experiment procurement

*What is being procured, experimented with and piloted, for example, the operative implementation of a new service and customer experience.*

* 1. Experiment objectives

*A summary of the objectives of the experimentation from the perspectives of the company/product, customer and the Wholesale Market and Teurastamo area*

* 1. Schedule

*A summary of the initiation, intermediate steps and final report of the competition, etc.*

* 1. Processing of personal data

[If the product or service requires processing of personal data]

*What personal data will be processed and the nature, subject and duration of processing*

The objectives, schedule and execution method of the experiment may be specified in more detail in the joint experiment execution plan for the company and the project.

1. Contract period

The procurement contract shall remain valid for experiments conducted in the (max. six months) following the date of signature.

1. Price of the experiment and payment

The price to be paid for the experiment shall be *(€0–50,000 + VAT).* The method of payment shall be invoicing.

The invoicing of the experiment shall be performed in two instalments: the first instalment of 50 % of the price of the experiment shall be invoiced once the procurement contract has been signed. The second instalment of 50 % of the price of the experiment shall be invoiced once the experiment has ended, at the earliest, or when the company has conducted the final assessment and report, at the latest. The experiment supplier shall be responsible for ensuring that the invoiced amount of money is used to cover the expenses of the experiment directly.

The payment term shall be 30 days net. The rate of the penalty interest shall be in accordance with the Interest Act. The Client shall provide separate invoicing details to the Supplier.

1. Contract amendments

Amendments to this contract or its appendices shall be valid only with the written and signed consent of both contracting parties.

1. Validity of the contract

The contract shall become valid once both contracting parties have signed the contract. The contract shall remain valid for the duration of the contract period.

The Supplier commits to informing the representative until 30 June 2019 if this procurement generates new jobs at the company; the company begins cooperation with another company, or research, development and innovation organisation; or if the company enters into a more extensive agreement with the City of Helsinki.

1. Order of validity of the contract documents

The contract documents shall complement each other. If contract documents are in conflict with each other, they shall be adhered to in the following order of validity:

1.This contract document 2. Appendix 1, Terms of contract

1. Appendix 2, Data security [if the product or service to be acquired collects personal data]
2. General Terms and Conditions of Governmental IT Procurement 2015 (JIT) or General Terms of Public Procurement in Supply Contracts JYSE (JYSE) [depending on the product/service]
3. JIT 2015 Special Terms and Conditions [becomes applicable if the product/service to be procured is an IT procurement, depending on the nature of the product/service to be procured]
4. The bid submitted by the experiment supplier

Regardless of the order of validity of the contract documents, the Data Security Appendix shall always be the primary source of reference regarding matters within the scope of the Data Security Appendix, unless the contract documents state express exceptions to the requirements of the Data Security Appendix.

1. Signatures

This contract has been drawn up in two (2) identical copies, one for each contracting party.

Helsinki, xx.xx 2018

Unit Manager *Company representative*

City of Helsinki *title*

Helsinki City Executive Office, *Company Ltd*
Economic Development Division