Framework Schedule 6 (Order Form Template, Statement of Work Template and

Call-Off Schedules)



**Digital Outcomes and Specialists 5 (RM1043.7)**

**Framework Schedule 6 (Order Form)**

**PROVISION OF RESEARCH INTO SPEND DATA**

**SUBMISSION SYSTEM**

**CONTRACT REFERENCE: CCZN22A14**

**CONTRACT FOR**

**CROWN COMMERCIAL SERVICE**

**AN EXECUTIVE AGENCY OF**

**CABINET OFFICE**

Version 2

Crown Copyright 2020

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Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

# Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

**Order Form**

Call-Off Reference: CCZN22A14

Call-Off Title: Provision of Research into a Data Spend Submission System. Call-Off Contract Description:

* Currently, public sector spend data is published across many websites, in many formats, using many methods of categorisation.
* This makes it difficult for public sector organisations to publish spend data and for those who want to use the data to obtain and analyse it.
* As a result, public sector bodies are unable to compare their spending profiles with other bodies to assess value.
* The Authority therefore requires a Supplier that will undertake research into the feasibility of producing a Spend Data Submission System for the whole of the UK Public Sector.

The Buyer: Crown Commercial Service

Buyer Address: **REDACTED TEXT under FOIA Section 40, Personal Information**

The Supplier: Public Group International Limited

Supplier Address: **REDACTED TEXT under FOIA Section 40, Personal Information**

 Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

## Applicable Framework Contract

This Order Form is for the provision of the Call-Off Deliverables and dated 8th November 2022.

It’s issued under the Framework Contract with the reference number RM1043.7 for the provision of Digital Outcomes and Specialists Deliverables.

The Parties intend that this Call-Off Contract will not, except for the first Statement of Work which shall be executed at the same time that the Call-Off Contract is executed, oblige the Buyer to buy or the Supplier to supply Deliverables.

The Parties agree that when a Buyer seeks further Deliverables from the Supplier under the

Call-Off Contract, the Buyer and Supplier will agree and execute a further Statement of Work (in the form of the template set out in Annex 1 to this Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules).

Upon the execution of each Statement of Work it shall become incorporated into the Buyer and Supplier’s Call-Off Contract.

**Call-Off Lot 1 Digital Programmes**

## Call-Off Incorporated Terms

The following documents are incorporated into this Call-Off Contract. Where numbers are missing we are not using those schedules. If the documents conflict, the following order of precedence applies:

1 This Order Form including the Call-Off Special Terms and Call-Off Special Schedules. 2

Joint Schedule 1 (Definitions) RM1043.7

1. Framework Special Terms
2. The following Schedules in equal order of precedence:
* Joint Schedules for RM1043.7
* Joint Schedule 2 (Variation Form)
* Joint Schedule 3 (Insurance Requirements)
* Joint Schedule 4 (Commercially Sensitive Information)
* Joint Schedule 6 (Key Subcontractors)
* Joint Schedule 10 (Rectification Plan)
* Joint Schedule 11 (Processing Data) RM1043.7
* 3 Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)
* Call-Off Schedules for RM1043.7 o Call-Off Schedule 5 (Pricing Details and Expenses Policy) o Call-Off Schedule 20 (Call-Off Specification)
1. Joint Schedule 5 (Corporate Social Responsibility) RM1043.7
2. Call-Off Schedule 4 (Call-Off Tender) as long as any parts of the Call-Off Tender that offer a better commercial position for the Buyer (as decided by the Buyer) take precedence over the documents above.

No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

## Call-Off Special Terms

The following Special Terms are incorporated into this Call-Off Contract: None.

 Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

Call-Off Start Date: 6th December 2022 Call-Off Expiry Date: 11th February 2023 Call-Off Initial Period: circa 8 weeks.

Call-Off Optional Extension Period: N/A

Minimum Notice Period for Extensions: N/A

Call-Off Contract Value: £129,440 including all expenses but excluding

VAT. **Call-Off Deliverables**

**Option B**: See details in Call-Off Schedule 20 (Call-Off Specification).

## Buyer’s Standards

From the Start Date of this Call-Off Contract, the Supplier shall comply with the relevant (and current as of the Call-Off Start Date) Standards referred to in Framework Schedule 1 (Specification).

## Cyber Essentials Scheme

The Buyer requires the Supplier, in accordance with Call-Off Schedule 26 (Cyber Essentials

Scheme) to provide a Cyber Essentials Certificate prior to commencing the provision of any Deliverables under this Call-Off Contract.

## Maximum Liability

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms as amended by the Framework Award Form Special Terms.

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is £129,440.

## Call-Off Charges

Firm Price **REDACTED TEXT under FOIA Section 43 Commercial Interests**. including all expenses but excluding VAT.

Where non-UK Supplier Staff (including Subcontractors) are used to provide any element of

the Deliverables under this Call-Off Contract, the applicable rate card(s) shall be incorporated into Call-Off Schedule 5 (Pricing Details and Expenses Policy) and the Supplier shall, under each SOW, charge the Buyer a rate no greater than those set out in the applicable rate card for the Supplier Staff undertaking that element of work on the Deliverables.

**Reimbursable Expenses**

None

**Payment Method**

BACS

## Buyer’s Invoice Address

**REDACTED TEXT under FOIA Section 40, Personal Information**

 Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

## Buyer’s Authorised Representative

**REDACTED TEXT under FOIA Section 40, Personal Information**

**Buyer’s Environmental Policy**

N/A

## Buyer’s Security Policy N/A

**Supplier’s Authorised Representative**

**REDACTED TEXT under FOIA Section 40, Personal Information**

## Progress Report / Meeting Frequency

The Supplier will provide week updates to explain the progress made towards achieving the Authority’s aims and objectives under contract.

Updates may be provided verbally or in writing and will cover any obstacles encountered with the Supplier’s steps to mitigate them.

 Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

**Key Subcontractor(s)** N/A **Commercially Sensitive Information**

N/A

**Balanced Scorecard**

N/A

## Material KPIs

# REDACTED TEXT under FOIA Section 43 Commercial Interests.

**Additional Insurances**

N/A

**Guarantee** N/A

**Social Value Commitment**

The Supplier’s responses to the Social Value evaluation questions refer.

## Statement of Works N/A

**For and on behalf of the Supplier:**

Signature:

**REDACTED TEXT under FOIA Section 40, Personal Information**

**For and on behalf of the Buyer:**

**REDACTED TEXT under FOIA Section 40, Personal Information**

 Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

Signature:

**REDACTED TEXT under FOIA Section 40, Personal Information**

**Call-Off Schedule 4 (Call-Off Tender)**

**REDACTED TEXT under FOIA Section 43 Commercial Interests**

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**The following elements from the Supplier’s Stage 2 Presentation of 27th October 2022 will also apply under contract:**

**REDACTED TEXT under FOIA Section 43 Commercial Interests**

**1**

**.**

**2**

**.**

**policy**

**Breakdown of our assessment approach**

**REDACTED TEXT under FOIA Section 43 Commercial Interests**

**Call-Off Schedule 5 (Pricing Details and Expenses Policy)**

Contracted Services will be delivered at the FIRM rate of **REDACTED TEXT under FOIA Section 43 Commercial Interests**. This rate includes all expenses but excludes VAT. Unless otherwise agreed with the Buyer, the Supplier will submit one invoice on final completion of the Services. The invoice must provide an elemental breakdown of services provided and must quote any purchase order number issued by the Buyer.

**REDACTED TEXT under FOIA Section 43 Commercial Interests**

 Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

**Call-Off Schedule 20 (Call-Off Specification)**

**REDACTED TEXT under FOIA Section 43 Commercial Interests**