

## Framework Schedule 6 (Order Form Template and Call-Off Schedules)

Version	Author	Summary of changes
1	J Bowdery (MHRA)	initial draft
2	J Bowdery (MHRA)	72 hours notification of delivery inserted

### Order Form

CALL-OFF REFERENCE: C123674

THE BUYER: Medicine and Healthcare Products Regulatory Agency

BUYER ADDRESS: 10 South Colonnade, Canary Wharf, London, E14 4PU

THE SUPPLIER: Phoenix Software Ltd

SUPPLIER ADDRESS: Bytes House, Randalls Way, Leatherhead, Surrey, KT22 7TW

REGISTRATION NUMBER: 02548628

DUNS NUMBER: N/A

SID4GOV ID: N/A

### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 4<sup>th</sup> January 2023. It's issued under the Framework Contract with the reference number RM6068 for the provision of Technology Products and Associated Services.

### CALL-OFF LOT(S):

- Lot 2 Hardware & Associated Services

### 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 and Interpretation) RM6068
- 3 The following Schedules in equal order of precedence:
  - Joint Schedules for RM6068

- Joint Schedule 2 (Variation Form)
  - Joint Schedule 4 (Commercially Sensitive Information)
  - Call-Off Schedules for C118370
    - Call-Off Schedule 5 (Pricing Details)
- 4 CCS Core Terms (version 3.0.6)
- 5 Joint Schedule 5 (Corporate Social Responsibility) RM6068

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:

NOT USED

CALL-OFF START DATE: 10<sup>th</sup> January 2023  
CALL-OFF EXPIRY DATE: Upon delivery of all items  
CALL-OFF INITIAL PERIOD: N/A  
CALL-OFF OPTIONAL EXTENSION PERIOD N/A

## CALL-OFF DELIVERABLES

Supply of the items below.

Part Number	Description	Service Duration (Months)	Qty
			168
			168
			168
			168
			672
			168
			168
			168
			168
			168

	168
	168
	168
	168
	168
	168
	168
	168
	2
	2
	2
	2
	2
	2
	2

## LOCATION FOR DELIVERY

GOODS INWARD: National Institute for Biological Standards' and Control, Blanche Ln, South Mimms, Potters Bar EN6 3QG.

For the attention of [REDACTED] between the hours of 8am to 4pm. Tel: [REDACTED]

## DATES FOR DELIVERY OF THE DELIVERABLES

To be delivered to the Agency **by 20<sup>th</sup> March 2023**. The Supplier must notify the Buyer at **least 72 Hours** before the planned delivery date so that the Buyers Authorised Representative can be on site to accept delivery.

## TESTING OF DELIVERABLES

The Hardware will be checked by the Buyer within 3 days for damage or failure in accordance with 3.2.4 of the Core Terms

## WARRANTY PERIOD

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be **12 months**.

## MAXIMUM LIABILITY

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms.

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is **£183,959.36** Estimated Charges in the first 12 months of the Contract.

## CALL-OFF CHARGES

See details in Call-Off Schedule 5 (Pricing Details)

The Charges for the Deliverables are **£183,959.36** and are **firm**

The Charges will not be impacted by any change to the Framework Prices. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of a Specific Change in Law or Benchmarking using Call-Off Schedule 16 (Benchmarking) where this is used.

## REIMBURSABLE EXPENSES

NOT USED

## PAYMENT METHOD

Payment on delivery to Buyer and no damage, breakages or Hardware failure being reported to the Supplier within three days

## BUYER'S INVOICE ADDRESS:

Medicines and Healthcare products Regulatory Agency  
Accounts Payable  
10 South Colonnade, Canary Wharf  
London  
E14 4PU

## **BUYER'S AUTHORISED REPRESENTATIVE**

██████████

Head of IT Infrastructure

██████████@mhra.co.uk

10 South Colonnade, Canary Wharf

London

E14 4PU

## **BUYER'S ENVIRONMENTAL POLICY**

NOT USED

## **BUYER'S SECURITY POLICY**

NOT USED

## **SUPPLIER'S AUTHORISED REPRESENTATIVE**

██████████

Account Manager

██████████@phoenixs.co.uk

Blenheim House, York Road, Pocklington, York YO42 1NS

## **SUPPLIER'S CONTRACT MANAGER**

██████████

Contracts Manager

██████████@phoenixs.co.uk

Blenheim House, York Road, Pocklington, York YO42 1NS

## **PROGRESS REPORT FREQUENCY**

NOT USED

## **PROGRESS MEETING FREQUENCY**

NOT USED

## **KEY STAFF**

NOT USED

## **KEY SUBCONTRACTOR(S)**

N/A

## **COMMERCIALLY SENSITIVE INFORMATION**

N/A

## **SERVICE CREDITS**

NOT USED

## **ADDITIONAL INSURANCES**

NOT USED

## **GUARANTEE**

NOT USED

## **SOCIAL VALUE COMMITMENT**

NOT USED

For and on behalf of the Supplier:

Signature:



Name:



Role: Account Manager

Date: 13/01/2023

## Framework Schedule 6

For and on behalf of Buyer:

Signature: [REDACTED]

Name: [REDACTED]

Role:

Date:



RM6068-Core-terms  
-3.0.6 (3).odt



RM6068-Call-off-sch  
edule-5-pricing-detail



Joint Schedule 2  
Variation.docx



Joint Schedule 4  
Commercially Sensitiv



Joint Schedule 5 -  
Corporate Social Resp

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