

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

CALL-OFF REFERENCE:	PRO6074/C232223
THE BUYER:	Secretary of State for Health and Social Care acting as part of the Crown through the UK Health Security Agency
BUYER ADDRESS	10 South Colonnade, Canary Wharf, London, E14 4PU
THE SUPPLIER:	Mazars
SUPPLIER ADDRESS:	30 Old Bailey, London, EC4M 7AU
REGISTRATION NUMBER:	OC308299
DUNS NUMBER:	215581437

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 5th February 2024.

It is issued under the Framework Contract with the reference number RM6188 for the provision of Independent Assessment of Costs incurred by a third party in their undertaking of a Contract with UK Health Security Agency.

CALL-OFF LOT(S): Lot 4, Other Independent Assurance

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 includes the Call-Off Special Terms and Call-Off Special Schedules.
2. Joint Schedule 1(Definitions and Interpretation) **RM6188**
3. The following Schedules in equal order of precedence:

- Joint Schedules for **RM6188**

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- o Joint Schedule 1 (Definitions) - Mandatory
- o Joint Schedule 2 (Variation Form) - Mandatory
- o Joint Schedule 3 (Insurance Requirements) - Mandatory
- o Joint Schedule 4 (Commercially Sensitive Information) - Mandatory
- o Joint Schedule 10 (Rectification Plan) - Mandatory
- o Joint Schedule 11 (Processing Data) - Mandatory
- Call-Off Schedules for **RM6188**
 - o Call-Off Schedule 9 (Security)
 - o Call-Off Schedule 20 (Call-Off Specification)
- 4. CCS Core Terms
- 5. Joint Schedule 5 (Corporate Social Responsibility) **RM6188**

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:

Special term 1 - The Buyer is only liable to reimburse the Supplier for any expense or any disbursement which is

- (i) specified in this Contract or*
- (ii) which the Buyer has Approved prior to the Supplier incurring that expense or that disbursement. The Supplier may not invoice the Buyer for any other expenses or any other disbursements*

Special term 2 - Clause 10.5 of the Core Terms is amended as follows:

- *The existing paragraph under clause 10.5 is numbered 10.5.1;*
- *The following paragraph is inserted after clause 10.5.1 and is numbered clause 10.5.2:*

The Supplier may terminate a Call-Off Contract upon such period of written notice is reasonable in the circumstances, if there is any Change in Law or other change in circumstance outside of the Supplier's reasonable control which would mean that the performance of the Call-Off Contract (including the application of any fee arrangements) would result in the Supplier being in breach of any obligations relating to conflicts of interest, independence and integrity under Law applicable to the Supplier provided that, prior to issuing any such notice of termination, the Supplier shall use best endeavours to seek an alternative solution to termination (which shall include a requirement to terminate any contract with a third party if the existence of that contract has led to a conflict of interest) and mitigate the impact of any such alternative solution or termination.

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Special term 3 - The definition of “Conflict of Interest” in Joint Schedule 1 is deleted and replaced by the following:

a conflict between:

- (a) the financial interests,*
 - (b) personal duties, or*
 - (c) any obligations, applicable to the Supplier, relating to conflicts of interest, independence and integrity under Law,*
- of the Supplier or the Supplier Staff and the duties owed to CCS or any Buyer under a Contract, in the reasonable opinion of the Buyer or CCS;*

Special term 4 -

CALL-OFF START DATE:	8 th February 2024
CALL-OFF EXPIRY DATE:	31 st March 2024
CALL-OFF INITIAL PERIOD:	9.5 days (Allowance to complete the works. See Call-Off Charges below)
CALL-OFF OPTIONAL EXTENSION PERIOD:	1 Month subject to the Buyers approvals process

CALL-OFF DELIVERABLES

Review of transaction documents provided to confirm that:	
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•	
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•	

SECURITY

Short form security requirements apply

Security Policy

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<https://www.gov.uk/government/publications/security-policy-framework>**DATA PROTECTION OFFICER:**

[REDACTED]

MAXIMUM LIABILITY

The limitation of liability for this Call-Off Contract is [REDACTED]

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is £11,830 (Excluding VAT).

CALL-OFF CHARGES

Role	Day Rate (Exc VAT)	No of Days	Sub Total (Exc VAT)
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

All invoices must be sent, quoting a valid purchase order number (PO Number), to:

[REDACTED]

Within 10 Working Days of receipt of your countersigned copy of this letter, we will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.

To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and telephone number) of your Buyer contact (i.e. Contract Manager). Non-compliant invoices will be sent back to you, which may lead to a delay in payment.

Any queries regarding an outstanding payment please contact our Accounts Payable section either by email or in writing to :

[REDACTED]

BUYER'S INVOICE ADDRESS:

Accounts Payable;
UK Health Security Agency,

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Manor Farm Road,
Porton Down,
Salisbury,
SP4 0JG
UKHSA VAT No: GB888851648

Contact number for all invoice related queries: [REDACTED] Please select Option 5, and then Option 1

between 09:00-17:00 Monday to Friday.

FINANCIAL TRANSPARENCY OBJECTIVES

The Financial Transparency Objectives apply to this Call-Off Contract.

BUYER'S AUTHORISED REPRESENTATIVE

[REDACTED]

[REDACTED]

BUYER'S ENVIRONMENTAL POLICY

[Environmental and sustainability policy - GOV.UK \(www.gov.uk\)](#)

[CCS social value policy - GOV.UK \(www.gov.uk\)](#)

SUPPLIER'S AUTHORISED REPRESENTATIVES

[REDACTED]

[REDACTED]

SUPPLIER'S CONTRACT MANAGER

[REDACTED]

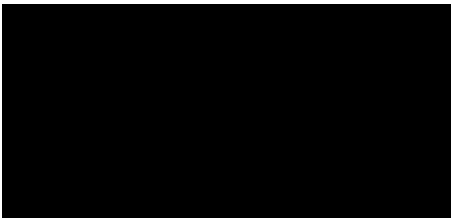
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PROGRESS REPORT FREQUENCY

- At completion of field work to discuss initial findings
- On completion of draft report to discuss key findings
- Post finalisation of the report to confirm key findings

KEY STAFF



KEY SUBCONTRACTOR(S)

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

Supplier’s Commercially Sensitive Information – Day Rates and Personal Details

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

Not applicable

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For and on behalf of the Supplier:	For and on behalf of the Buyer:
<div><div></div><div>Full Name: <div></div></div><div>Job Title/Role: <div></div></div><div>Date Signed: 8/2/24</div></div>	<div><div></div><div>Full Name: <div></div></div><div>Job Title/Role: <div></div></div><div>Date Signed: 08/02/2024</div></div>