

# RM6187 Framework Schedule 6 (Order Form and Call-Off Schedules)

## Order Form

[REDACTED]

### Applicable framework contract

This Order Form is for the provision of the Call-Off Deliverables and dated 08/01/2023. It's issued under the Framework Contract with the reference number RM6187 for the provision of a project team to deliver a global maintenance strategy for FCDO.

### CALL-OFF LOT(S):

Lot 6; Procurement & Supply Chain

### Call-off incorporated terms

The following documents are incorporated into this Call-Off Contract.

Where schedules are missing, those schedules are not part of the agreement and can not be used. 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) RM6187
3. The following Schedules in equal order of precedence:

### Joint Schedules for RM6187 Management Consultancy Framework Three

- Joint Schedule 1 (Definitions) - Mandatory
- Joint Schedule 2 (Variation Form) - Mandatory
- Joint Schedule 3 (Insurance Requirements) - Mandatory
- Joint Schedule 4 (Commercially Sensitive Information) - Mandatory
- Joint Schedule 10 (Rectification Plan) - Mandatory
- Joint Schedule 11 (Processing Data) - Mandatory

### Call-Off Schedules

- Call-Off Schedule 5 (Pricing Details) - Optional
  - Call-Off Schedule 7 (Key Supplier Staff) - Optional
  - Call-Off Schedule 20 (Call-Off Specification) - Optional
4. CCS Core Terms
  5. Joint Schedule 5 (Corporate Social Responsibility) - Mandatory
  6. 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.

Supplier terms are not 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**

None

**Call-off start date:** 01/02/2023

**Call-off expiry date:** 31/03/2025

**Call-off initial period:** 1 year 2 months

**One (1) option to extend a further twelve (12) month period.**

**Call-off deliverables:**

Option A: Project Team to deliver the Estates Operations team's global maintenance strategy. A core team for Phases 1 and 2, consisting of 3 principal resources. They will provide: Programme and Technical leadership; Stakeholder and Engagement leadership and Senior Project Management office resource. These required services will be delivered by the following team,

[REDACTED]

Refer to; Call-Off Schedule 20 (Call-Off Specification)

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**Security**

The Delivery Partner staff will require SC level vetting as a minimum requirement to work on this contract.

**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 are: £436,869.00

**Call-off charges**

Option A; £509,680.54 for initial fourteen (14) month contract period.

All changes to the Charges must use procedures that are equivalent to those in Paragraphs 4, 5 and 6 (if used) in Framework Schedule 3 (Framework Prices)

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:

- Specific Change in Law

**Reimbursable expenses**

Recoverable as stated in Framework Schedule 3 (Framework Prices) paragraph 4.

**Payment Method**

Payments will be based on the agreed charging schedules on a monthly basis.

The Contractor shall submit their monthly invoice, together with a Monthly Progress Deliverables Report for validation and acceptance of in-month deliverables, to the invoicing address stipulated below within 28 days of supplying the Goods or Services to the satisfaction of the Authority. Invoices shall include the Purchase Order number.

The Authority shall pay the Contractor within 30 days of receipt against an undisputed invoice by payment direct to the Contractors bank account as a credit transfer.

**Buyer's invoice address**

[REDACTED]

**FINANCIAL TRANSPARENCY OBJECTIVES**

The Financial Transparency Objectives do not apply to this Call-Off Contract.

**Buyer's authorised representative**

[REDACTED]

**Buyer's security policy**

The Buyer requires all staff to be SC level vetted as a minimum requirement to work on this contract.

**Supplier's authorised representative**

[REDACTED]

**Supplier's contract manager**

[REDACTED]

**Progress report frequency**

Monthly in line with; Concerto proposal FCDO Global Maintenance 240104 FIN.

The Monthly Progress Deliverables Report format will be agreed with the FCDO and should cover the Scope of Services and timelines as outlined in the proposal.

**Progress meeting frequency**

Minimum monthly unless otherwise requested by the Authority.

**Key staff**

[REDACTED]

**Key subcontractor(s)**

Not applicable

**Commercially sensitive information**

Not applicable

**Service credits**

Not applicable

**Additional insurances**

Not applicable

**Guarantee**

Not applicable

**Buyer's environmental and social value policy**

[REDACTED]

**Formation of call off contract**

By signing and returning this Call-Off Order Form the Supplier agrees to enter a Call-Off Contract with the Buyer to provide the Services in accordance with the Call-Off Order Form and the Call-Off Terms.

The Parties hereby acknowledge and agree that they have read the Call-Off Order Form and the Call-Off Terms and by signing below agree to be bound by this Call-Off Contract.

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

[REDACTED]

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

[REDACTED]