

## RM6179 - Framework Schedule 6 (Order Form Template and Call-Off Schedules)

### Order Form

CALL-OFF REFERENCE: PS089 - 703123450

THE BUYER: Ministry of Defence

BUYER ADDRESS MOD Corsham, Corsham, Wiltshire, SN13 9NR on  
behalf of the Secretary of State for Defence

THE SUPPLIER: Mills and Reeve LLP

SUPPLIER ADDRESS: Mills & Reeve LLP, Botanic House, 100 Hills Road,  
Cambridge, England, CB2 1PH

REGISTRATION NUMBER: OC326165

DUNS NUMBER: 219268914

SID4GOV ID: [Insert if known]

#### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 06<sup>th</sup> June 2022 to 31<sup>st</sup> December 2022 it's issued under the Framework Contract with the reference number Legal Services Panel RM6179 for the provision of legal advice and services.

CALL-OFF LOT(S):  
**Lot 1 – General Legal Advice and 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) RM6179
3. The following Schedules in equal order of precedence:
  - Joint Schedules for RM6179
    - Joint Schedule 2 (Variation Form)
    - Joint Schedule 3 (Insurance Requirements)
    - Joint Schedule 4 (Commercially Sensitive Information)
    - Joint Schedule 10 (Rectification Plan)
    - Joint Schedule 11 (Processing Data)
  - Call-Off Schedules for PS089 - 703123450
    - Call-Off Schedule 1 (Transparency Reports)
    - Call-Off Schedule 2 (Staff Transfer)
    - Call-Off Schedule 3 (Continuous Improvement)
    - Call-Off Schedule 9 (Security)
    - Call-Off Schedule 10 (Exit Management)
    - Call-Off Schedule 14 (Service Levels)
    - Call-Off Schedule 15 (Call-Off Contract Management)
    - Call-Off Schedule 17 (MOD Terms)
    - Call-Off Schedule 20 (Call-Off Specification)
4. CCS Core Terms (version 3.0.11)
5. Joint Schedule 5 (Corporate Social Responsibility) RM6179

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	None
CALL-OFF START DATE:	06 <sup>th</sup> June 2022
CALL-OFF EXPIRY DATE:	31 <sup>st</sup> December 2022
CALL-OFF INITIAL PERIOD:	7 Months

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WORKING DAY – Not applicable

**CALL-OFF DELIVERABLES**

The Buyer is entitled to 2 hours of free initial consultation and legal advice with each Order in accordance with Paragraph 5.2 of Framework Schedule 1 (Specification).

See details in Call-Off Schedule 20 (Call-Off Specification)

**MANAGEMENT OF CONFLICT OF INTEREST**

The Supplier will provide relevant legal support and advice to the MOD on the potential issues around Conflict of Interest and what can be implemented to overcome this problem space.

**IPR**

IPR advice and drafting will be provided by MOD Legal Advisors or DIPR

**MAXIMUM LIABILITY**

The Limitation of Liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms, and as amended by the Framework Special Terms.

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is £245,000.00 (ex VAT)

**CALL-OFF CHARGES**

See Call-Off Schedule 5

**REIMBURSABLE EXPENSES**

None

**DISBURSEMENTS**

Not Payable

**ADDITIONAL TRAINING CHARGE**

None

**PAYMENT METHOD**

CP&F

**BUYER'S INVOICING ADDRESS:**

*Information has been redacted under FOIA Section 40 - Personal Information*  
Commercial Officer

*Information has been redacted under FOIA Section 40 - Personal Information*  
MOD Corsham, Corsham, Wiltshire, SN13 9NR

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**BUYER'S AUTHORISED REPRESENTATIVE**

*Information has been redacted under FOIA Section 40 - Personal Information*  
Commercial Officer

*Information has been redacted under FOIA Section 40 - Personal Information*  
Corporate Contracting Team, B2, Building 405, MOD Corsham, Westwells  
Road, Corsham SN13 9NR

**BUYER'S ENVIRONMENTAL POLICY**

Procurement Policy Note – Taking Account of Social Value in the Award of Central Government Contracts, (September 2020), available at:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/921437/PPN-06\\_20-Taking-Account-of-Social-ValueintheAwardofCentral-Government-Contracts.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/921437/PPN-06_20-Taking-Account-of-Social-ValueintheAwardofCentral-Government-Contracts.pdf)

**BUYER'S SECURITY POLICY**

Security policy framework: legal guidance, v7.1, (April 2013), available at:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/365759/Legal\\_Guidance\\_V7.1\\_Apr-2013.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/365759/Legal_Guidance_V7.1_Apr-2013.pdf)

**BUYER'S ICT POLICY**

TBC

**SUPPLIER'S AUTHORISED REPRESENTATIVE**

*Information has been redacted under FOIA Section 40 - Personal Information*  
Lead Partner to DIPS Project

*Information has been redacted under FOIA Section 40 - Personal Information*  
24 King William Street, London, EC4R 9AT

**SUPPLIER'S CONTRACT MANAGER**

*Information has been redacted under FOIA Section 40 - Personal Information*  
Lead Partner to DIPS Project

*Information has been redacted under FOIA Section 40 - Personal Information*  
24 King William Street, London, EC4R 9AT

**PROGRESS REPORT**

Not applicable

**PROGRESS REPORT FREQUENCY**

Not applicable

**PROGRESS MEETINGS AND PROGRESS MEETING FREQUENCY**

When needed

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**KEY STAFF**

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**KEY SUBCONTRACTOR(S)**

Not applicable

**COMMERCIALLY SENSITIVE INFORMATION**

Not applicable

**SERVICE CREDITS**

Not applicable

**ADDITIONAL INSURANCES**

Lot 1 Suppliers are required to have £10m Professional Indemnity Insurance

**GUARANTEE**

Not applicable

**SOCIAL VALUE COMMITMENT**

Not applicable

<b>For and on behalf of the Supplier:</b>		<b>For and on behalf of the Buyer:</b>	
Signature:	<i>Information has been redacted under FOIA Section 40 - Personal Information</i>	Signature:	<i>Information has been redacted under FOIA Section 40 - Personal Information</i>
Name:	<i>Information has been redacted under FOIA Section 40 - Personal Information</i>	Name:	<i>Information has been redacted under FOIA Section 40 - Personal Information</i>
Role:	Commercial Officer	Role:	PARTNER
Date:	06 <sup>th</sup> June 2022	Date:	6/6/2022

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