

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

Order Form

CALL-OFF REFERENCE: **Proc829 Jira Management Agent**
Jira Management Agent

THE BUYER: The Secretary of State for The Home Department
BUYER ADDRESS 2 Marsham Street, London, SW1 4DF

THE SUPPLIER: **Computacenter (UK) Ltd**

SUPPLIER ADDRESS: Hatfield Ave, Hatfield, AL10 9TW

REGISTRATION NUMBER: 01584718

DUNS NUMBER:

SID4GOV ID: Unknown

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated [of issue]. 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):

- o Lot 3 Software & 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:

[Buyer guidance: delete any highlighted Schedules that you do not need for this Call-Off Contract. **Add** any additional Schedule needed, providing it is within scope of the framework agreement. **Remove** any highlighting remaining before finalising this Order Form. **Remove** this guidance too.]

- Joint Schedules for RM6068
 - 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)
 - [Joint Schedule 12 Supply Chain Visibility]
 - Call-Off Schedules for [Insert Call-Off reference number]
 - [Call-Off Schedule 1 (Transparency Reports)]
 -]
4. CCS Core Terms (version 3.0.6)
 5. Joint Schedule 5 (Corporate Social Responsibility) RM6068
 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.]
 7. Annexes A to E Call-Off Schedule 6 (ICT Services)

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:

[Insert terms to revise or supplement Core Terms, Joint Schedules, Call-Off Schedules; none]

]

[None]

CALL-OFF START DATE: 7 December 2022

CALL-OFF EXPIRY DATE: 9 June 2023

CALL-OFF INITIAL PERIOD: 6 months 2 days

CALL-OFF OPTIONAL EXTENSION Period 12 months extension, at the discretion of the Home Office, giving a minimum of 4 weeks notice

CALL-OFF DELIVERABLES

[Option A: Jira Management Agent

On Completion of this agreement, please copy all certificates and confirmations of entitlements to HOITLicensing@homeoffice.gov.uk and include the PO details in the advice so the notification can be linked to a request

LOCATION FOR DELIVERY

[Buyer guidance: Insert location for delivery]

DATES FOR DELIVERY OF THE DELIVERABLES

[Buyer guidance: complete Option A or, if the delivery timetable is too complex for this form, use Call-Off Schedule 13 Part A instead. Delete the option that is not used.]

[Option A: Delivery date details]

[Option B: See details in Call-Off Schedule 13 (Implementation Plan & Testing)]

TESTING OF DELIVERABLES

[Buyer guidance: complete Option A if there is no requirement for testing of Deliverables, or Option B if the test regime can be detailed in the Order Form or, if the testing regime is too complex for this form, use Option C and Call-Off Schedule 13 Part B instead. Delete the options that are not used.]

[Option A: None]

[Option B: Insert

- i. details of Tests to be performed
- ii. Test Period
- iii. Test Success Criteria]

[Option C: See details in Call-Off Schedule 13 (Implementation Plan & Testing)]

WARRANTY PERIOD

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be

[Buyer guidance: insert minimum warranty period. Minimum is 90 days]

MAXIMUM LIABILITY

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

[Buyer guidance: you can change the cap on liability in Clause 11.2 where you have made an appropriate risk assessment and sought the necessary management approvals. Unlimited liability is not permitted]

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is
£ REDACTED

CALL-OFF CHARGES

[Buyer guidance: Use Option A or, if charging model is too complex to detail in this form or must be embedded, **use** Option B and Call-Off Schedule 5 instead. **Delete** the option that is not used.]

[Option A: Insert the Charges for the Deliverables]

[Option B: See details in Call-Off Schedule 5 (Pricing Details)]

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

None

PAYMENT METHOD

BACs

BUYER'S INVOICE ADDRESS:

Home Office Shared Service Centre

HO Box 5015, Newport, Gwent,

NP20 9BB United Kingdom

Tel: 08450 100125 Fax 01633 581514

e-mail post-room-rescan@homeoffice.gsi.gov.uk

BUYER'S AUTHORISED REPRESENTATIVE

REDACTED Commercial Lead

BUYER'S ENVIRONMENTAL POLICY

N/A

BUYER'S SECURITY POLICY

N/A

SUPPLIER'S AUTHORISED REPRESENTATIVE

REDACTED

SUPPLIER'S CONTRACT MANAGER

REDACTED

PROGRESS REPORT FREQUENCY

On the first Working Day of each calendar month

PROGRESS MEETING FREQUENCY

Quarterly on the first Working Day of each quarter

KEY STAFF

Framework Ref: RM6068

Project Version: v0.1

Model Version: v3.2

KEY SUBCONTRACTOR(S)

COMMERCIALLY SENSITIVE INFORMATION

Not applicable

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

Not applicable

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED	Signature:	REDACTED
Name:	REDACTED	Name:	REDACTED
Role:		Role:	Commercial Lead
Date:		Date:	

[Buyer guidance: execution by seal / deed where required by the Buyer].

