



DATED 23rd May 2025

(1) HOME OFFICE

- and -

(2) EUROFINS FORENSIC SERVICES LIMITED

**THE NEXT GENERATION
PROCUREMENT (NGP) FOR
THE PROVISION OF
PHYSICAL FORENSIC
SERVICE**

**CALL-OFF CONTRACT
reference** [REDACTED]

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Call-Off Contract Award Form

	Call-Off Contract Award Form¹	
1	This Call-Off Contract Award Form creates a Call-Off Contract for the provision of the Deliverables ("the Call-Off Contract").	
2	CALL-OFF CONTRACT NAME:	Border Force Forensic Testing Services
3	REFERENCE:	
4	THE CONTRACTING AUTHORITY:	Home Office
5	CONTRACTING AUTHORITY ADDRESS:	2 Marsham Street, London, SW1P 4DF
6	THE SUPPLIER:	Eurofins Forensic Services Limited
7	SUPPLIER ADDRESS:	I54 Business Park, Valient Way, Wolverhampton, WV9 5GB
8	REGISTRATION NUMBER:	
9	DUNS NUMBER:	
10	ACCREDITATION	During the life of this Call-off Contract the Supplier will hold and maintain the necessary UKAS Accreditations for the services provided in accordance with the DPS Agreement, Schedule 7, Paragraph 4.3, and will produce current certification when requested by the Authority.

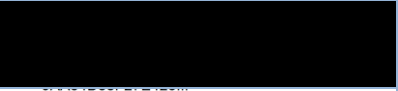
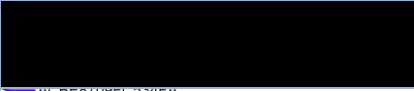


11	<p data-bbox="339 194 722 230">INCORPORATED TERMS</p> <p data-bbox="339 277 1401 450">The following documents are incorporated into this Call-Off Contract, whether physically attached or not. Where numbers are missing we are not using those Schedules and Appendices. If the documents conflict, the following order of precedence applies:</p> <ol data-bbox="339 483 1401 1910" style="list-style-type: none"> <li data-bbox="339 483 1401 562">1. This Call-Off Contract Award Form including the Special Terms <li data-bbox="339 595 1401 1910">2. The following Schedules and Appendices in equal order of precedence: <ul style="list-style-type: none"> <li data-bbox="496 707 962 743">DPS Schedule 1 (Definitions) <li data-bbox="496 777 1066 813">Appendix 1 (Service Requirements) <li data-bbox="496 846 847 882">Appendix 2 (Charges) <li data-bbox="496 916 1203 952">Appendix 3 (Call-Off Contract Management) <li data-bbox="496 985 1401 1021">Appendix 4 (Service Levels and Performance Monitoring) <li data-bbox="496 1055 1023 1090">Appendix 5 (Forensic Standards) <li data-bbox="496 1124 1123 1160">Appendix 6 (Continuous Improvement) <li data-bbox="496 1193 1401 1229">Appendix 7 (Business Continuity and Disaster Recovery) <li data-bbox="496 1263 995 1299">Appendix 8 (Financial Distress) <li data-bbox="496 1332 1289 1368">Appendix 9 (Commercially Sensitive Information) <li data-bbox="496 1402 1090 1438">Appendix 10 (Transparency Reports) <li data-bbox="496 1471 959 1507">Appendix 11 (Staff Transfer) <li data-bbox="496 1541 995 1576">Appendix 12 (Sub-Contracting) <li data-bbox="496 1610 1315 1646">Appendix 13 (Security & Cyber Essentials Scheme) <li data-bbox="496 1680 967 1715">Appendix 14 (Benchmarking) <li data-bbox="496 1749 975 1785">Appendix 15 (Variation Form) <li data-bbox="496 1818 1126 1854">Appendix 16 (Insurance Requirements) <li data-bbox="496 1888 1027 1924">Appendix 17 (Key Supplier Staff)
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	<p>Appendix 19 (Exit Management)</p> <p>Appendix 20 (Background Checks)</p> <p>Appendix 21 (Processing Data)</p> <p>Appendix 22 (Corporate Social Responsibility)</p> <p>Appendix 22 (Tender Response)</p> <p>3. DPS Agreement</p> <p>No other Supplier terms are part of the Call-Off Contract. That includes any terms, added to this Call-Off Contract Award Form, or presented at the time of Delivery except those added to the Special Terms Section below.</p>	
13	CALL-OFF CONTRACT SPECIAL TERMS [REDACTED]	
13	START DATE:	23/05/2025
14	EXPIRY DATE:	22/05/2028
15	INITIAL PERIOD:	Three (3) Years from Start Date
16	EXTENSION PERIOD:	Two (2) Years from the end of the Initial Period.
17	SERVICES:	<p>As set out in Appendix 1 (Service Requirements)</p> <p>The scope of this Call-Off Contract shall include Services and Deliverables which have been developed, improved or have been the subject of innovation by the Supplier, but which can carry out the same tasks or have the same output as the Services and Deliverables described in Appendix 1 (Service Requirements).</p>

18	MINIMUM AND MAXIMUM SERVICE VOLUMES & WIP: <table border="1"> <thead> <tr> <th>Service Line</th><th>Estimated Minimum Volume</th><th>Estimated Maximum Volume</th></tr> </thead> <tbody> <tr> <td>█</td><td>█</td><td>█</td></tr> <tr> <td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td></tr> </tbody> </table> <p>The estimated minimum and maximum volume of Services set out in the Contract Award Form is an estimate only and the Contracting Authority shall not be liable if the Contracting Authority does not require the estimated volumes of Services.</p> <p>In a multi supplier award strategy the Contracting Authority reserves the right to allocate Service volume to multiple suppliers called off the DPS for the same Lotted Service Lines.</p>		Service Line	Estimated Minimum Volume	Estimated Maximum Volume	█	█	█						
Service Line	Estimated Minimum Volume	Estimated Maximum Volume												
█	█	█												
19	MAXIMUM LIABILITY:	The limitation of liability for this Call-Off Contract is stated in Clause 11.1.												
20	CHARGES:	See details in Appendix 2 (Charges) Subject to indexation at the contract extension point												
21	REIMBURSABLE EXPENSES:	None												
22	PAYMENT METHOD:	Payment of undisputed invoices will be made within 30 days of receipt of invoice, which must be submitted promptly by the Supplier. All invoices must be sent, quoting a valid Purchase Order Number (PO Number) and any other relevant details, to: █												

		<p>The Supplier 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, item number (if applicable) and the details (name, email, and telephone number) of the Supplier's Contracting Authority contact.</p> <p>Non-compliant invoices may be sent back, which may lead to a delay in payment. Payments will be made to a valid and accepted Invoice.</p> <p>If the Supplier has any query regarding an outstanding payment they can contact the accounts payable team by email to: [REDACTED] between 09:00-17:00 Monday to Friday.</p>
23	CONTRACTING AUTHORITY'S INVOICE ADDRESS:	[REDACTED]
24	CONTRACTING AUTHORITY'S AUTHORISED REPRESENTATIVE:	<p>Name: [REDACTED] Job Title: Associate Commercial Specialist Contact Details [REDACTED]</p>
25	CONTRACTING AUTHORITY ENVIRONMENTAL POLICY:	Sustainability report - infographic page
26	CONTRACTING AUTHORITY'S SECURITY POLICY:	Security policy framework - GOV.UK

27	SUPPLIER AUTHORISED REPRESENTATIVE:	<div>██████████</div> <div>████████████████████</div> <div>██</div>				
28	SUPPLIER’S CALL-OFF CONTRACT MANAGER:	<div>██████████</div> <div>████████████████████████████</div> <div>██</div> <div>████████████████</div>				
29	PROGRESS REPORT FREQUENCY:	On the first Working Day of each calendar month				
30	PROGRESS MEETING FREQUENCY:	Quarterly on the first Working Day of each quarter				
31	KEY SUPPLIER STAFF:	<div>██████████</div> <div>████████████████████████████████</div> <div>██</div>				
Busines 32	KEY SUBCONTRACTOR(S):	<div>N/A</div> <div>The limit placed on subcontracting (based on a percentage of the total Call-Off Contract value) per Service Line:</div> <table><tr><td>Lotted Service Line</td><td>Subcontracting limit</td></tr><tr><td>N/A</td><td></td></tr></table> <div>The Supplier must also complete and maintain Appendix 9 (Commercially Sensitive Information)</div>	Lotted Service Line	Subcontracting limit	N/A	
Lotted Service Line	Subcontracting limit					
N/A						
33	COMMERCIALLY SENSITIVE INFORMATION:	As set out in Appendix 9 (Commercially Sensitive Information)				
34	SERVICE CREDITS:	<div>The Service Credit Cap per Service Line is:</div> <table><tr><td>Lotted Service Line</td><td>Service Credit Cap</td></tr><tr><td>█</td><td>██</td></tr></table>	Lotted Service Line	Service Credit Cap	█	██
Lotted Service Line	Service Credit Cap					
█	██					

For and on behalf of the Supplier:		For and on behalf of the Contracting Authority:	
Signature:		Signature:	
Name:		Name:	
Role:	Commercial Director	Role:	Commercial Manager
Date:	02-Jun-2025	Date:	02-Jun-2025