

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

Order Form

CALL-OFF REFERENCE: TIS0696

THE BUYER: The Insolvency Service

BUYER ADDRESS Insolvency Service

[Redacted]

[Redacted]

[Redacted]

THE SUPPLIER: Grant Thornton UK LLP

SUPPLIER ADDRESS: [Redacted]

[Redacted]

[Redacted]

[Redacted]

REGISTRATION NUMBER: [Redacted]

DUNS NUMBER: [Redacted]

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 7th June 2024.

It's issued under the Framework Contract with the reference number RM6188 for the provision of obtaining the services of a Forensic Accountant for a high-profile criminal prosecution.

CALL-OFF LOT(S): LOT 3 COUNTER FRAUD AND INVESTIGATION

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:

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

Crown Copyright 2021

1. Joint Schedule 1(Definitions and Interpretation) **RM6188**
2. The following Schedules in equal order of precedence:
 - Joint Schedules for **RM6188**
 - Joint Schedule 1 (Definitions)
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 5 (Corporate Social Responsibility)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Call-Off Schedules for **RM6188**
 - Call-Off Schedule 5 (Pricing Details)
 - Call-Off Schedule 9 (Security)
 - Call-Off Schedule 20 (Specification)
3. CCS Core Terms
4. Joint Schedule 5 (Corporate Social Responsibility) **RM6188**
5. 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.

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 DELIVERABLES

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

SECURITY

Short Form Security Requirements apply (Schedule 9 Security)

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 is:

██████████

CALL-OFF CHARGES

See details in Call-Off Schedule 5 (Pricing Details)

REIMBURSABLE EXPENSES

None

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

Crown Copyright 2021

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: [REDACTED]

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

INSS has a No PO (Purchase Order) No PAY (Payment) policy. All Invoices must comply with the No PO No Pay Policy to be considered valid and be paid. A valid Supplier Invoice shall include the following:

- Valid INSS Purchase Order Number;
- INSS Contract Reference Number;
- Invoice must accurately map to the line items within the Purchase Order, i.e. Line Descriptions, Number of Units and Unit Price.

INSS may make reasonable changes to its invoicing requirements during the Term by providing 30 calendar days written notice to the Supplier.

Please note that Payment Terms, notably lead times for payment of invoices, shall be directly tied to the No PO, No Pay Policy. Those without a valid PO number may be returned to the Supplier. In such cases, the lead time for payment of invoices shall not begin until a valid PO is received.

If you have a query regarding an outstanding payment please contact our Accounts Payable team either by email to: [REDACTED] between 09:00-17:00 Monday to Friday.

BUYER'S INVOICE ADDRESS:

The Insolvency Service

[REDACTED]
[REDACTED]
[REDACTED]

FINANCIAL TRANSPARENCY OBJECTIVES

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

BUYER'S AUTHORISED REPRESENTATIVE

[REDACTED]
[REDACTED]
[REDACTED]

Framework Schedule 6 (Order Form Template and Call-Off Schedules)
Crown Copyright 2021

COMMERCIAL REPRESENTATIVE

[Redacted]
[Redacted]
[Redacted]

BUYER’S ENVIRONMENTAL POLICY
Appendix B INSS Environmental Policy

SUPPLIER’S AUTHORISED REPRESENTATIVE

[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]

SUPPLIER’S CONTRACT MANAGER

[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]

PROGRESS REPORT FREQUENCY
Regular Progress Reports will be required on a Monthly basis.

Site Completion and Handover Reports will be required following successful completion of each location in preparation for handover back to the Authority.

PROGRESS MEETING FREQUENCY
Monthly reporting to be provided by Grant Thornton UK LLP by Account Manager whether via email or meeting.

Quarterly or bi-annual progress meetings to be held with [Redacted] and [Redacted]
[Redacted]

KEY STAFF

[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]

Framework Schedule 6 (Order Form Template and Call-Off Schedules)
Crown Copyright 2021

[Redacted]

[Redacted]

KEY SUBCONTRACTOR(S)
None

COMMERCIALLY SENSITIVE INFORMATION
Joint Schedule 4 (Commercially Sensitive Information)

ADDITIONAL INSURANCES
Not applicable

GUARANTEE
Not applicable

SOCIAL VALUE COMMITMENT
Appendix C INSS Social Value Policy

DISCLOSURE
The Supplier’s report(s) and related communications including attachments (together, the Deliverables) will be addressed to the Buyer. The Buyer accepts no duty of care nor assumes any responsibility to any person other than the Supplier. Any third party who chooses to rely upon the Supplier’s work shall do so entirely at their own risk. The Buyer shall not disclose the Supplier’s work to any third party without the Supplier’s prior written consent, except as required by law, or any legal or regulatory authority.

Framework Schedule 6 (Order Form Template and Call-Off Schedules)
Crown Copyright 2021

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:		Name:	
Role:		Role:	
Date:	11/6/2024	Date:	11/6/2024