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

**Order Form**

CALL-OFF REFERENCE: 24725

THE BUYER: Department for Work and Pensions

BUYER ADDRESS Caxton House Tothill Street, Westminster London, SW1H9NA

THE SUPPLIER: KOSI Corporation Ltd.

SUPPLIER ADDRESS:Unit 3 Old Gasworks Business Park, Newry County Down, BT34 2DH

REGISTRATION NUMBER: NI602553

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 14TH January 2022.

It’s issued under the Framework Contract with the reference number RM6188 for the provision of Restart External Assurance for value for money requirements.

CALL-OFF LOT(S):

Lot 4: Other Independent Assurance.

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) **RM6188**
3. The following Schedules in equal order of precedence:
* Joint Schedules for **RM6188**
	+ Joint Schedule 2 (Variation Form)
	+ Joint Schedule 3 (Insurance Requirements)
	+ Joint Schedule 4 (Commercially Sensitive Information
	+ Joint Schedule 11 (Processing Data)

* Call-Off Schedules for 24725
* Call-Off Schedule 5 P ricing Details

o Call-Off Schedule 7 (Key Supplier Staff)

o Call-Off Schedule 9 (Security

o Call-Off Schedule 20 (Call-Off Specification)

o Call-off Schedule 21 (Northern Ireland Law

1. CCS Core Terms (version 3.0.10)
2. Joint Schedule 5 (Corporate Social Responsibility) **RM6188**

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 START DATE: 10 January 2022

CALL-OFF EXPIRY DATE: 04 February 2022

CALL-OFF INITIAL PERIOD: 3 weeks

CALL-OFF DELIVERABLES

DWP require an external organisation to review the and evaluate the value for money for the Department in respect of the average unit cost per start, against the parameters defined.

* Using the existing contract as the baseline, (due to it being let as a competitive exercise in July 2021), determine the value for money parameters for the material contract changes outlined above. An external audit of provider costs is not necessary, but an external audit of the Least Acceptable Agreement (LAA) and the Most Desired Outcome (MDO) calculations is.  This will then provide the benchmark for the service, and value for money. Additional external benchmarks can also be used, where they are applicable to help demonstrate what is value for money. However, it should be noted that Employment Services is a relatively bespoke service for DWP, and comparable services have not yet been identified, at this scale in the UK.
* The assurance for value for money is to cover:
	+ Budget
	+ Cost per start
	+ Payment model (including apportionment of risk between the department and the provider)
	+ Assumptions
	+ Volumes
	+ Supplier costs including risk and profit.
* This is for all 12 contracts (per CPA region), and for each of the 8 providers and tier 1 subcontractors. It is expected that a national parameter, 12 CPA and 8 supplier parameters should be created to provide a celling beyond which value for money would not be achieved, as well as acceptable value for money range.

MAXIMUM LIABILITY

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

The Estimated Charges used to calculate is £75,000.

CALL-OFF CHARGES

**£75,000** the Charges for the Deliverables

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

BACS

BUYER’S INVOICE ADDRESS:

Purchase.2pay@dwp.gov.uk

BUYER’S AUTHORISED REPRESENTATIVE

REDACTED

SUPPLIER’S AUTHORISED REPRESENTATIVE

REDACTED

Unit 3 Old Gasworks Business Park

Newry

County Down

BT34 2DH

SUPPLIER’S CONTRACT MANAGER

REDACTED

Unit 3 Old Gasworks Business Park

Newry

County Down

BT34 2DH

KEY STAFF

REDACTED

Unit 3 Old Gasworks Business Park

Newry

County Down

BT34 2DH

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: |  | Signature: |  |
| Name: |  | Name: |  |
| Role: |  | Role: |  |
| Date: |  | Date: |  |