

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

## Order Form

CALL-OFF REFERENCE: C291755

THE BUYER: **NHS Business Services Authority**

BUYER ADDRESS Stella House, Goldcrest Way, Newburn Riverside  
Business Park, Newcastle upon Tyne, NE15 8NY

THE SUPPLIER: SoftCat Plc

SUPPLIER ADDRESS: Fieldhouse Lane, Marlow Bucks, SL7 1LW

REGISTRATION NUMBER: 02174990

DUNS NUMBER: **397333253**

### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 6<sup>th</sup> September 2024.

It's issued under the Framework Contract with the reference number RM6098 for the provision of Technology Products & Associated Service 2.

### CALL-OFF LOT(S):

Lot 3 Software

### 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) RM6098

3. Framework Special Terms
4. The following Schedules in equal order of precedence:
  - Joint Schedules for RM6098
    - 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 RM6098
    - Call-Off Schedule 3 (Continuous Improvement)
    - Call-Off Schedule 5 (Pricing Details)
    - Call-Off Schedule 8 (Business Continuity and Disaster Recovery)
    - Call-Off Schedule 9 (Security)
    - Call-Off Schedule 13 (Implementation Plan and Testing)
    - Call-Off Schedule 14 (Service Levels)
    - Call-Off Schedule 15 (Contract Management)
    - Call-Off Schedule 20 (Specification)
5. CCS Core Terms (version 3.0.11) as amended by the Framework Award Form
6. Joint Schedule 5 (Corporate Social Responsibility) RM6098
7. 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.
8. Annexes A-E to 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 START DATE: **1<sup>st</sup> April 2025**

CALL-OFF EXPIRY DATE: **31<sup>st</sup> March 2029**

CALL-OFF INITIAL PERIOD: **4 Years**

CALL-OFF OPTIONAL EXTENSION(S): **Two 12-month Extensions (at the Customers discretion)**

#### CALL-OFF DELIVERABLES

See details in Call-Off Schedule 20 (Call-Off Specification) and Call-Off Schedule 4 (Call-Off Tender)

**LOCATION FOR DELIVERY**

Stella House, Goldcrest Way, Newburn Riverside Business Park, Newcastle upon Tyne, NE15 8NY

**DATES FOR DELIVERY**

See details in Call-Off Schedule 13 (Implementation Plan & Testing)]

**TESTING OF DELIVERABLES**

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  
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.

[REDACTED]  
[REDACTED]

**CALL-OFF CHARGES**

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

**REIMBURSABLE EXPENSES**

Where agreed upfront in advance

**PAYMENT METHOD**

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

**BUYER'S INVOICE ADDRESS:**

Accounts Payable

Stella House, Goldcrest Way,  
Newburn Riverside Business Park,  
Newcastle upon Tyne, NE15 8NY

**BUYER'S AUTHORISED REPRESENTATIVE**

[REDACTED]  
[REDACTED]  
[REDACTED]

**BUYER'S ENVIRONMENTAL POLICY**

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

**BUYER'S SECURITY POLICY**

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

**SUPPLIER'S AUTHORISED REPRESENTATIVE**

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

**SUPPLIER'S CONTRACT MANAGER**

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

**PROGRESS REPORT FREQUENCY**

As mutually agreed by the parties

**PROGRESS MEETING FREQUENCY**

As mutually agreed by the parties

**KEY STAFF**

Not applicable.

**KEY SUBCONTRACTOR(S)**

Not applicable

**COMMERCIALLY SENSITIVE INFORMATION**

See details in Joint Schedule 4 (Commercially Sensitive Information)

**SERVICE CREDITS**

Not applicable

**ADDITIONAL INSURANCES**

Not applicable

**GUARANTEE**

Not applicable

**SOCIAL VALUE COMMITMENT**

The Supplier agrees, in providing the Deliverables and performing its obligations under the Call-Off Contract, that it will comply with the social value commitments in Call-Off Schedule 4 (Call-Off Tender)

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:	Jake Janes	Name:	Michael Brodie
Role:	Account Director	Role:	Chief Executive
Date:	04/08/2025	Date:	25/08/2025