

Framework Schedule 6 (Order Form Template and Call-Off Schedules)
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RM6187 Framework Schedule 6 (Order Form and Call-Off Schedules)

Order Form

CALL-OFF REFERENCE: **ITT 670/ prj_1148**

THE BUYER: **Department for Business, Energy & Industrial Strategy (BEIS)**

BUYER ADDRESS **BEIS Commercial, 1 Victoria Street, London, SW1H 0ET**

THE SUPPLIER: **Deloitte LLP**

SUPPLIER ADDRESS: **1 New Street Square, London, EC4A 3HQ**

REGISTRATION NUMBER: **OC303675**

DUNS NUMBER: **364807771**

Applicable framework contract

This Order Form is for the provision of the Call-Off Deliverables and dated 17th April 2023.

It's issued under the Framework Contract with the reference number RM6187 for the provision of **Organisational Design Services for GBN** (via RM6187 Management Consultancy Framework 3 Lot 3 – Complex & Transformation)

Call-off incorporated terms

The following documents are incorporated into this Call-Off Contract.

Where schedules are missing, those schedules are not part of the agreement and cannot be used. If the documents conflict, the following order of precedence applies:

1. This Order Form includes the Call-Off Special Terms and Call-Off Special Schedules.
2. Joint Schedule 1(Definitions and Interpretation) RM6187
3. The following Schedules in equal order of precedence:

Joint Schedules for RM6187 Management Consultancy Framework Three

- Joint Schedule 1 (Definitions)
- Joint Schedule 2 (Variation Form)
- Joint Schedule 3 (Insurance Requirements)
- Joint Schedule 4 (Commercially Sensitive Information)

- Joint Schedule 6 (Key Subcontractors)

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- Joint Schedule 10 (Rectification Plan)
- Joint Schedule 11 (Processing Data)

0. CCS Core Terms

1. Joint Schedule 5 (Corporate Social Responsibility)
2. 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.
3. Call-Off Schedule 9 (Security)
4. Call-Off Schedule 16 (Benchmarking)

Schedules 5 (Pricing) and 20 (Call-Off specification) are not used as the pricing and specification are contained with this schedule (Schedule 6).

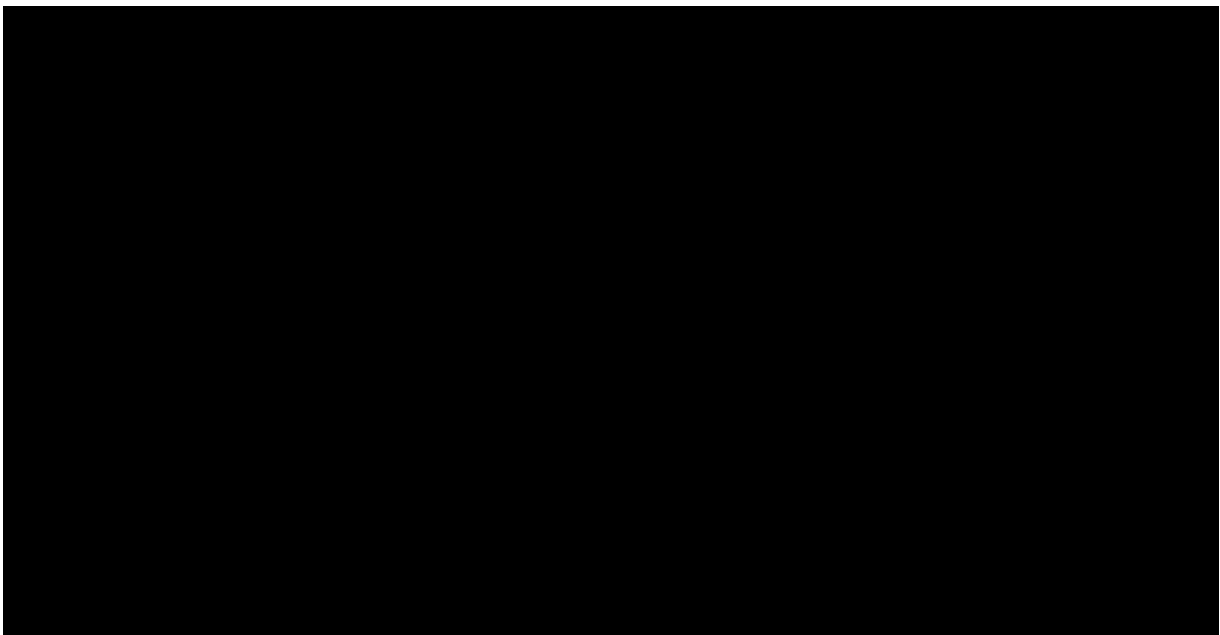
Supplier terms are not part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

Call-off special terms

The following Special Terms are incorporated into this Call-Off Contract:

1.1 Special Term 1

The contract is a call-off contract and as such BEIS cannot guarantee volumes of work. The maximum contract value is one million, five hundred thousand pounds (£1,500,000) excluding VAT (the "Total Contract Value"). For the avoidance of doubt, the Buyer is not committed to pay the Total Contract Value.



Call-off start date:

17th April 2023

Call-off expiry date:

17th April 2024

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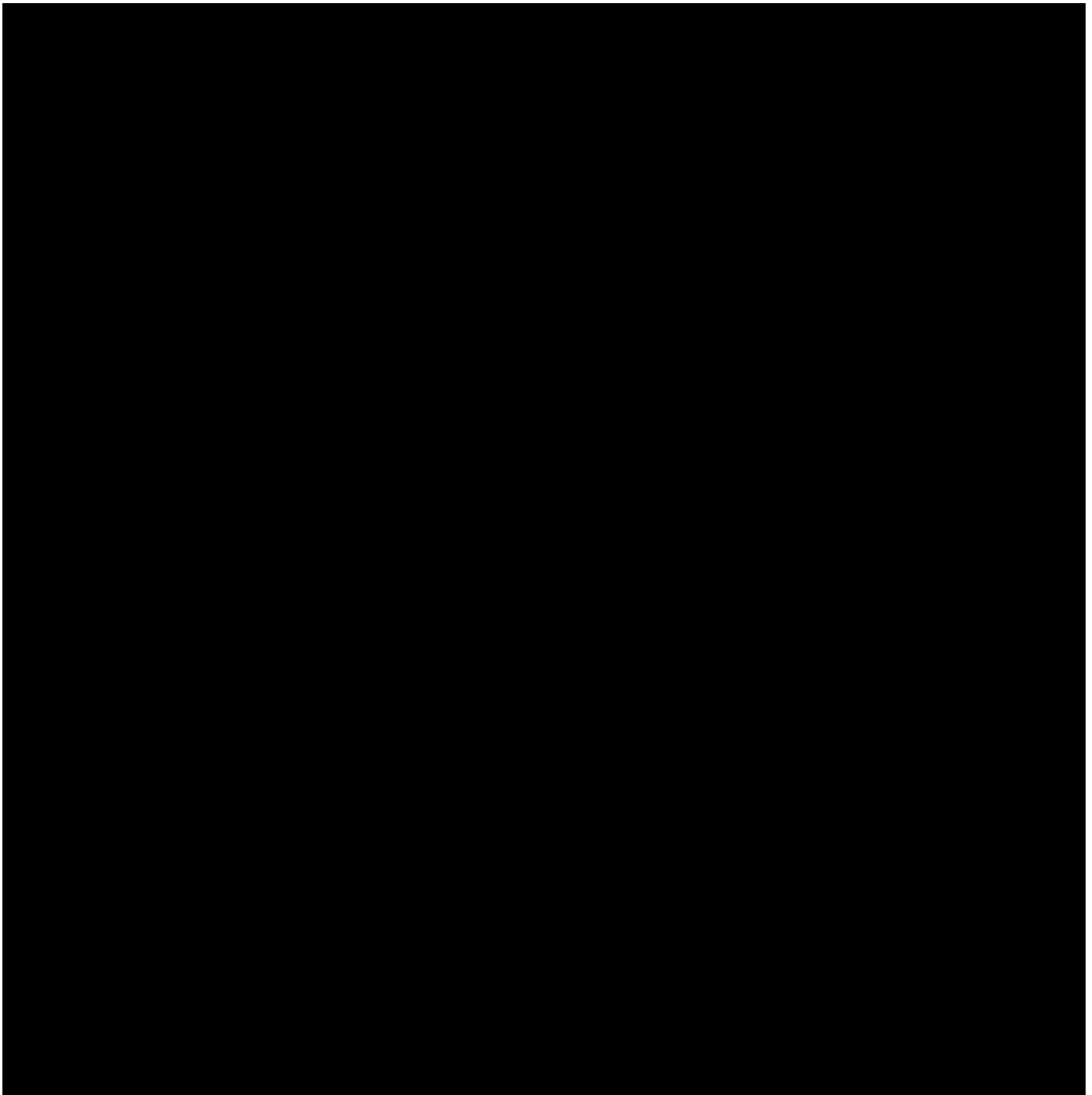
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Call-off optional extension period: 18th April 2024 to 18th October 2024

Call-off deliverables:

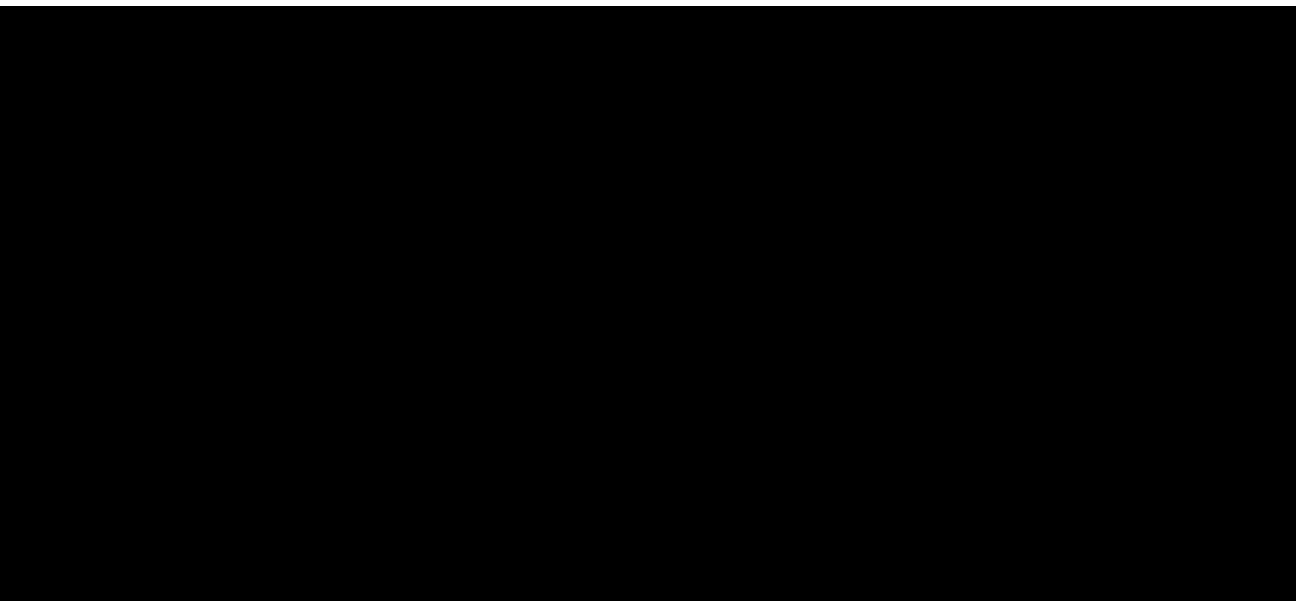
Lot 1: Organisation Design

Requirement: Focus on organisation set up design, target operating model, initial business plan, funding models, the initial people plan, the structure of the governance framework for GBN and any other such activities which may be required in relation to facilitation and delivery of the new organisation.



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Detailed requirements

Work package 1

Work package 1 is detailed below. The fixed price submitted is to cover the scope of works as detailed below.

Lot 1: Organisation Design

Work package 1: Operating Model and Governance

Engagement with the GBN team and other key stakeholders to provide the following outputs. Policies should be no longer than 2 pages of A4 when printed, procedures may be up to 15 pages of A4 in length.

Within one month of award:

To provide an overarching corporate governance strategy and a proposal for the organisational structure of Board and Executive committees, including draft Terms of Reference and a Governance policy and procedure covering issues which can be dealt with by the executive under delegation and how to deal with issues that require GBN Board or higher approval. The corporate governance approach should also take account of programme governance and reporting which is being considered by the PMO for GBN and which will be a key input to the GBN Executive and Board. **Within**

two months of award:

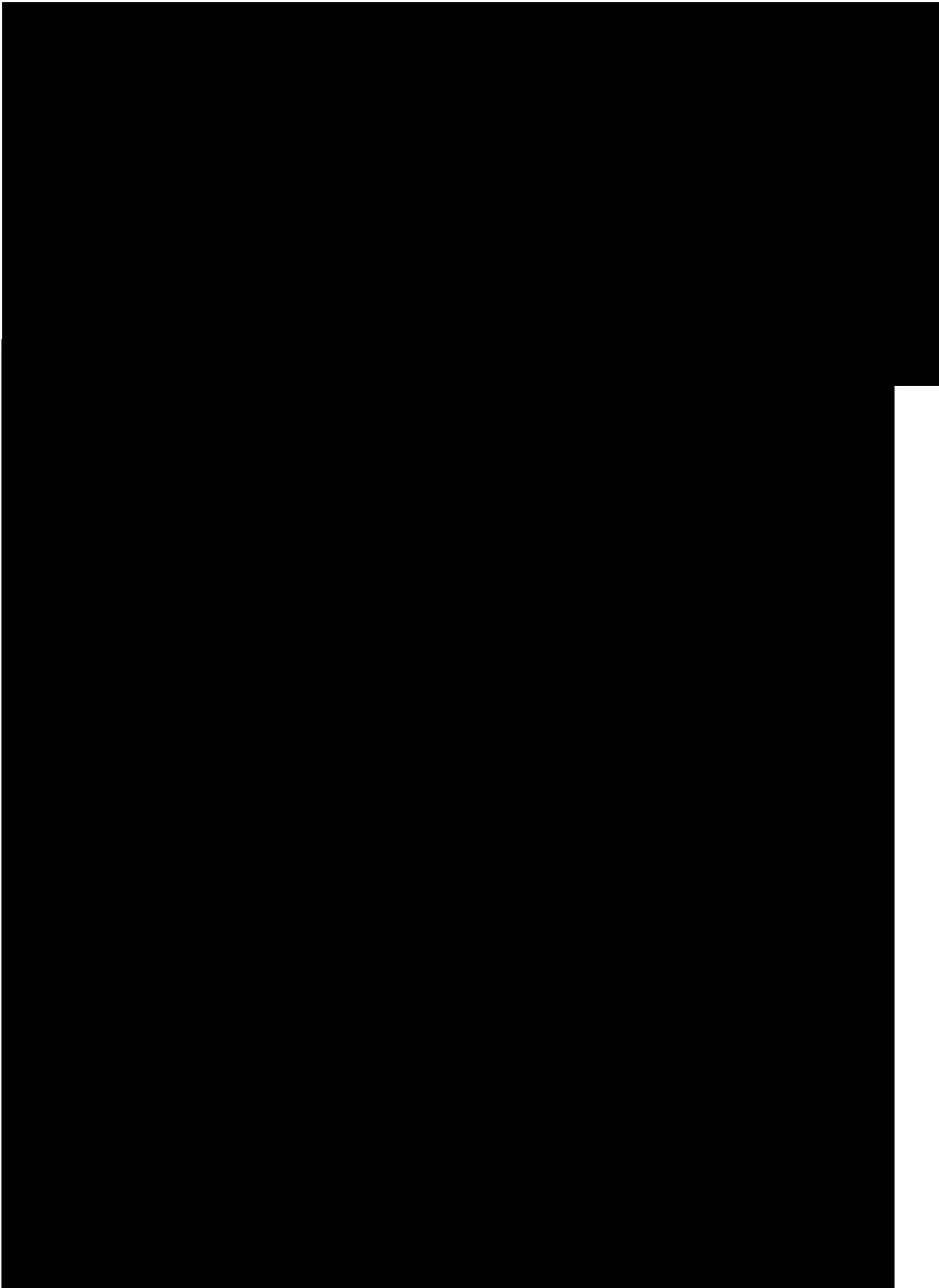
To provide operational policies and procedures for approvals, finance (including payments), audit and assurance (as part of a Three Line of Defence assurance approach) and procurement which align with existing or proposed enterprise software/ERP solutions and GBN Digital Strategy and IT Principles. To provide Operational processes for Stakeholder management, including providing a stakeholder mapping report of all current GBN stakeholders with status, interest, and proposed relationship management approach – using an industry standard stakeholder management approach.

Within three months of award:

To provide Operational processes for Financial management including budgetary control, the mapping of actual spend and a proposed scheme of financial delegation

to include delegations for the Board, Executive and finance professionals in line with the overarching delegation to GBN from BEIS and industry standard practice.

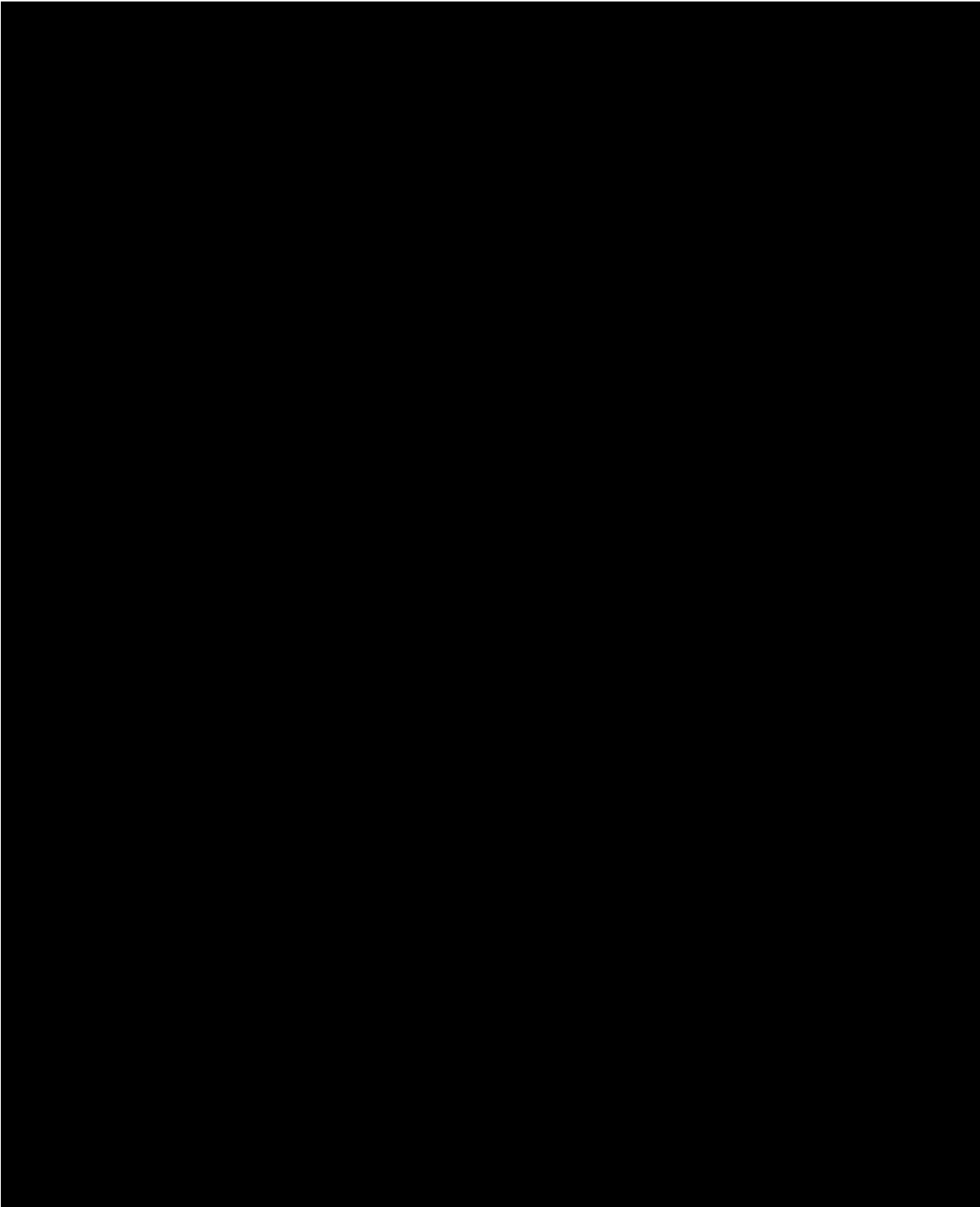
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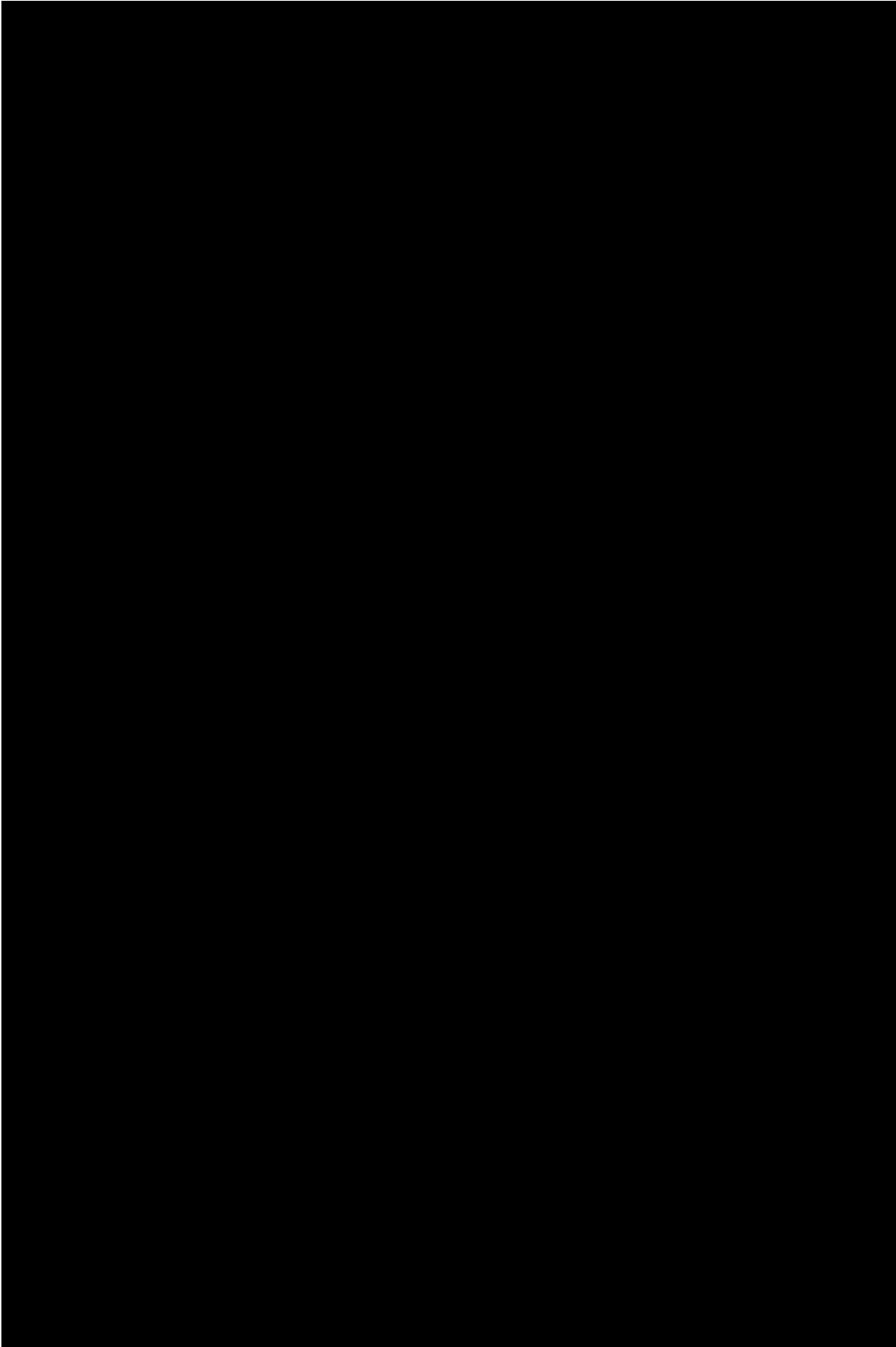
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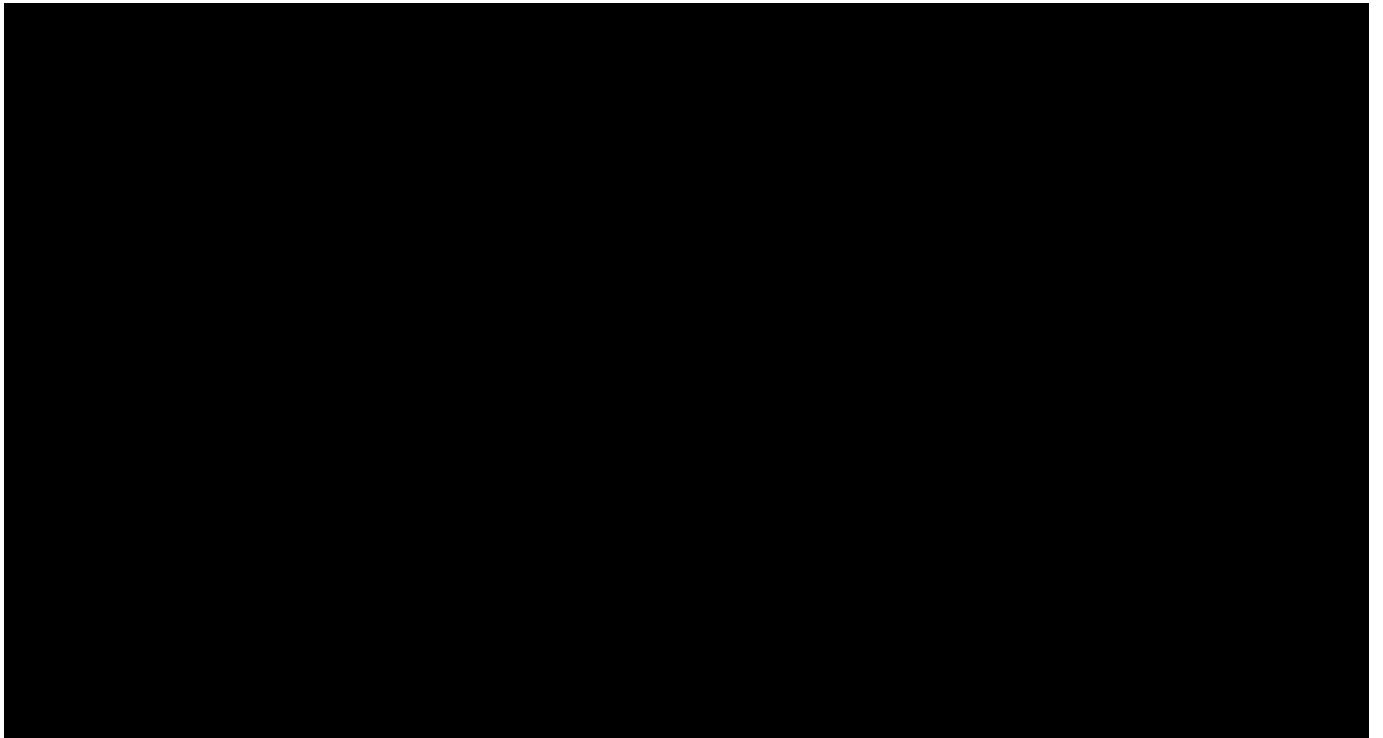
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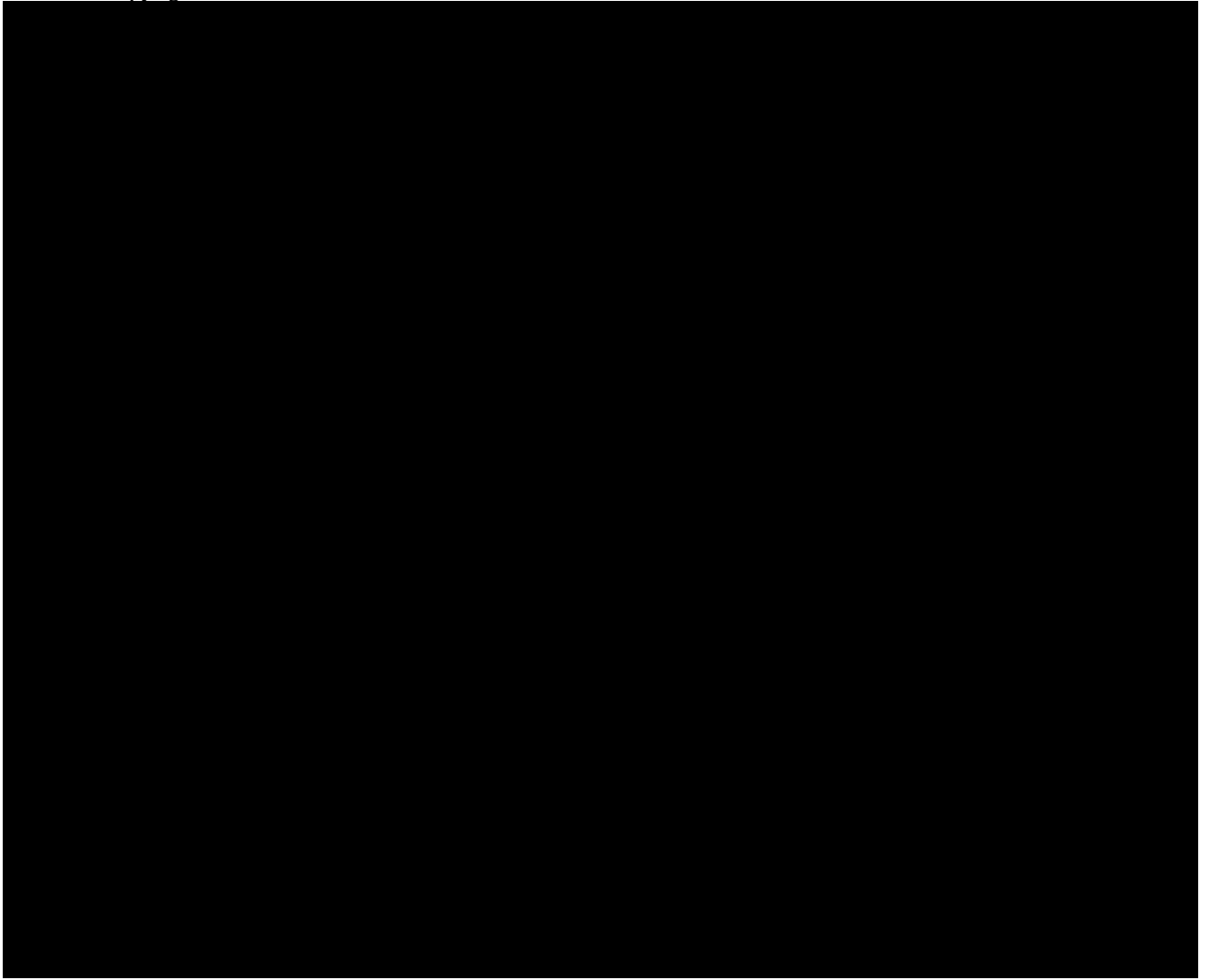
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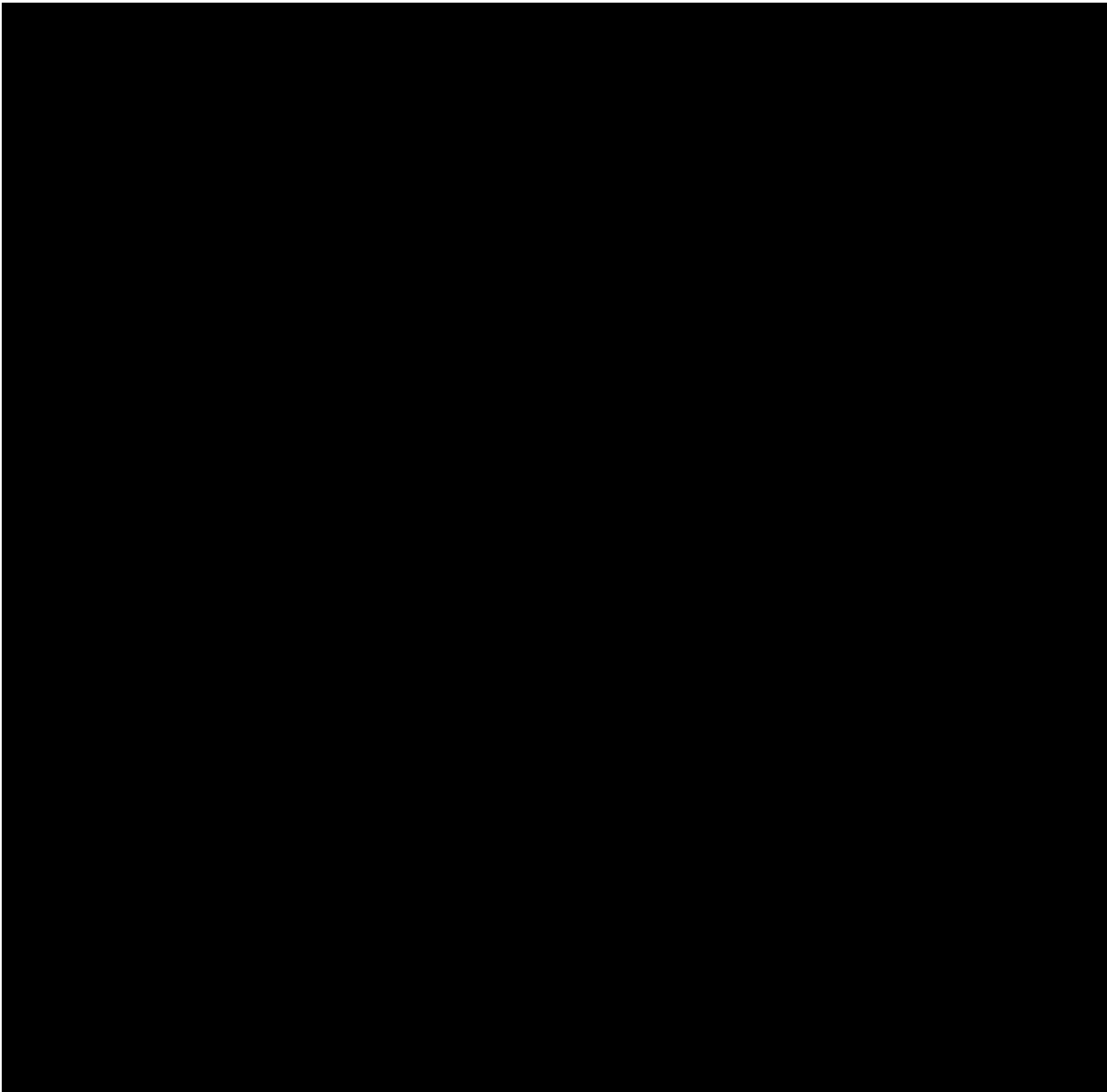
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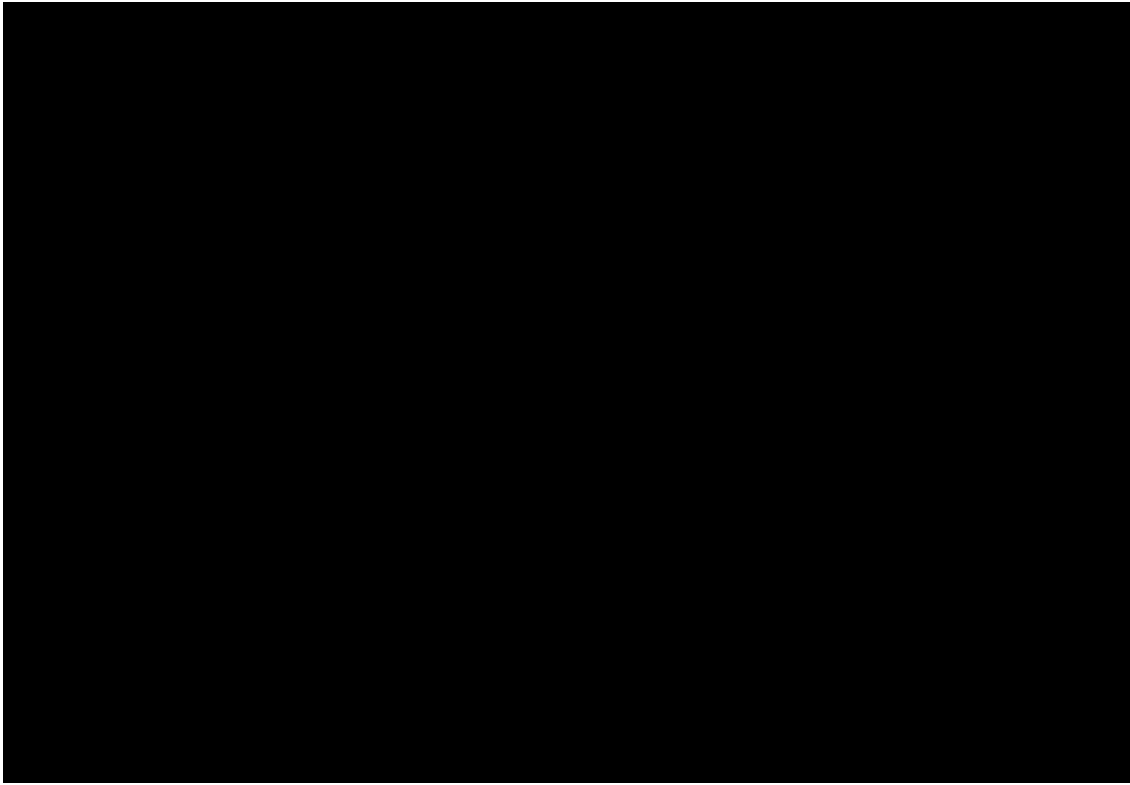
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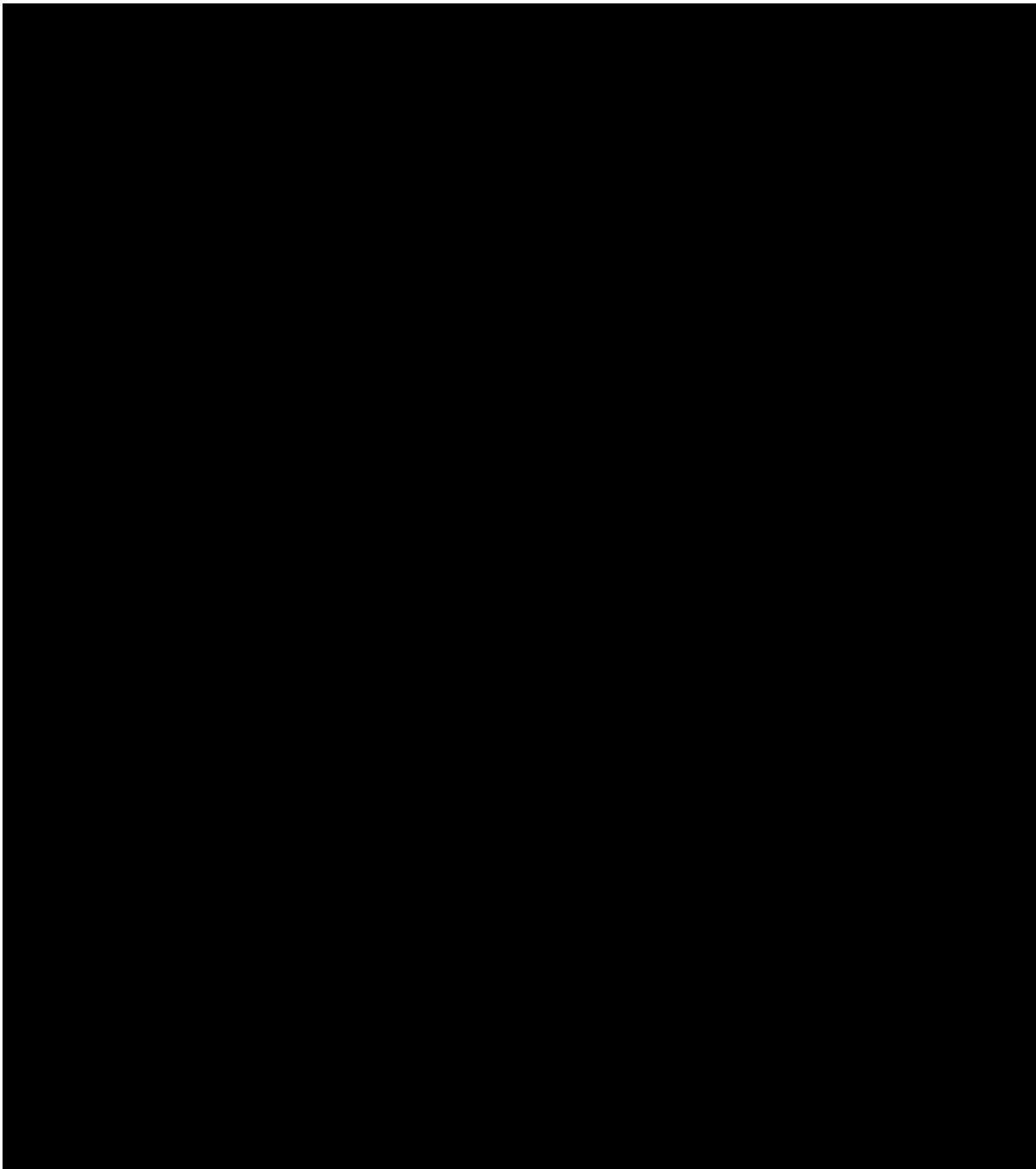
Resourcing approach

The below detail sets out the resourcing approach for delivery of the contract, together with resource profiles for resources proposed for delivery of the contract. A resourcing plan for each work package will be agreed as part of the scoping for each work package.

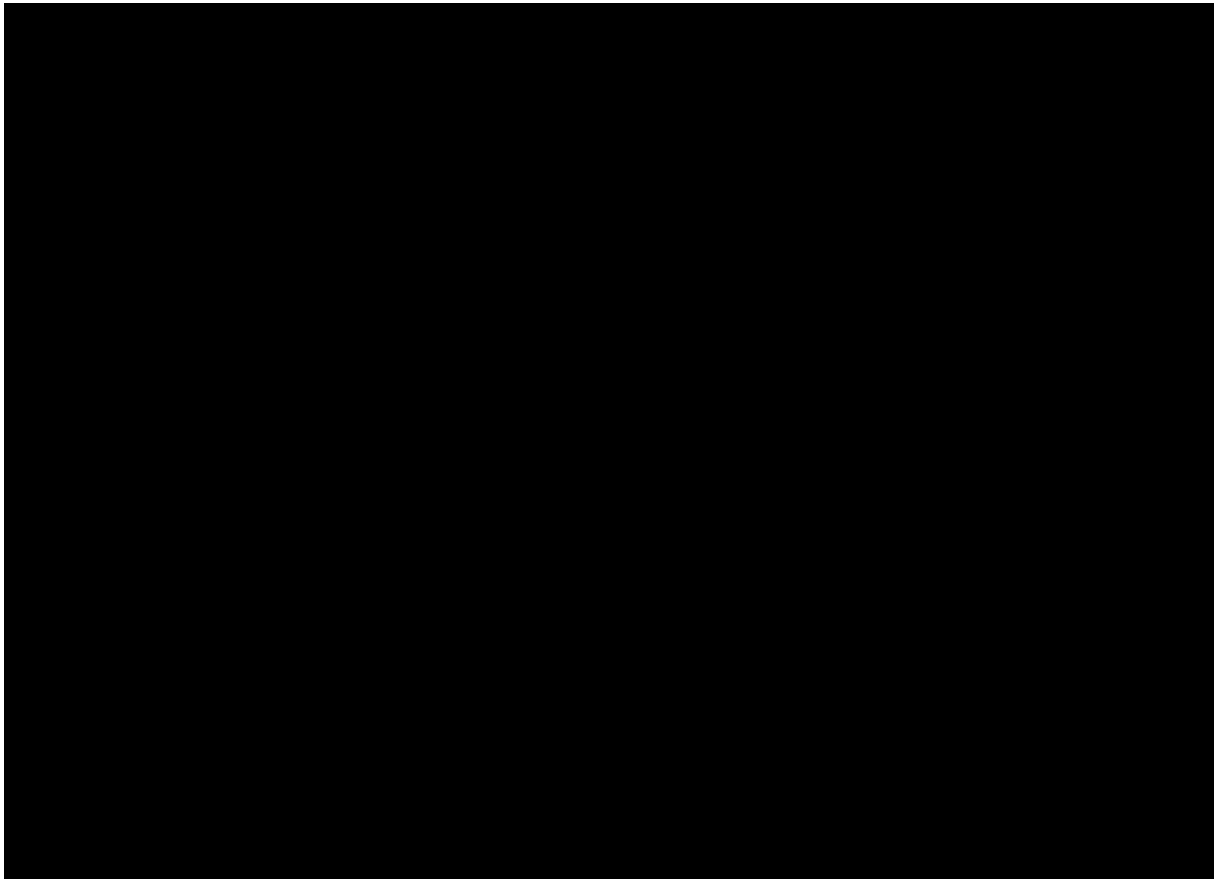


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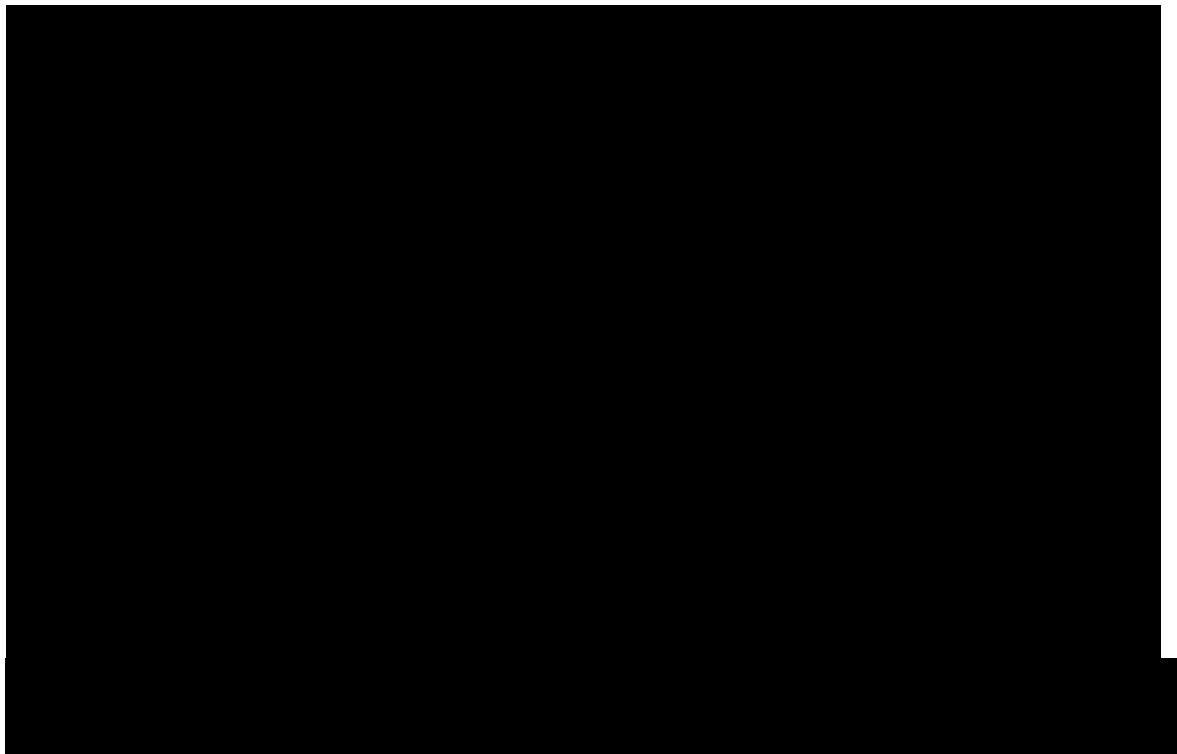
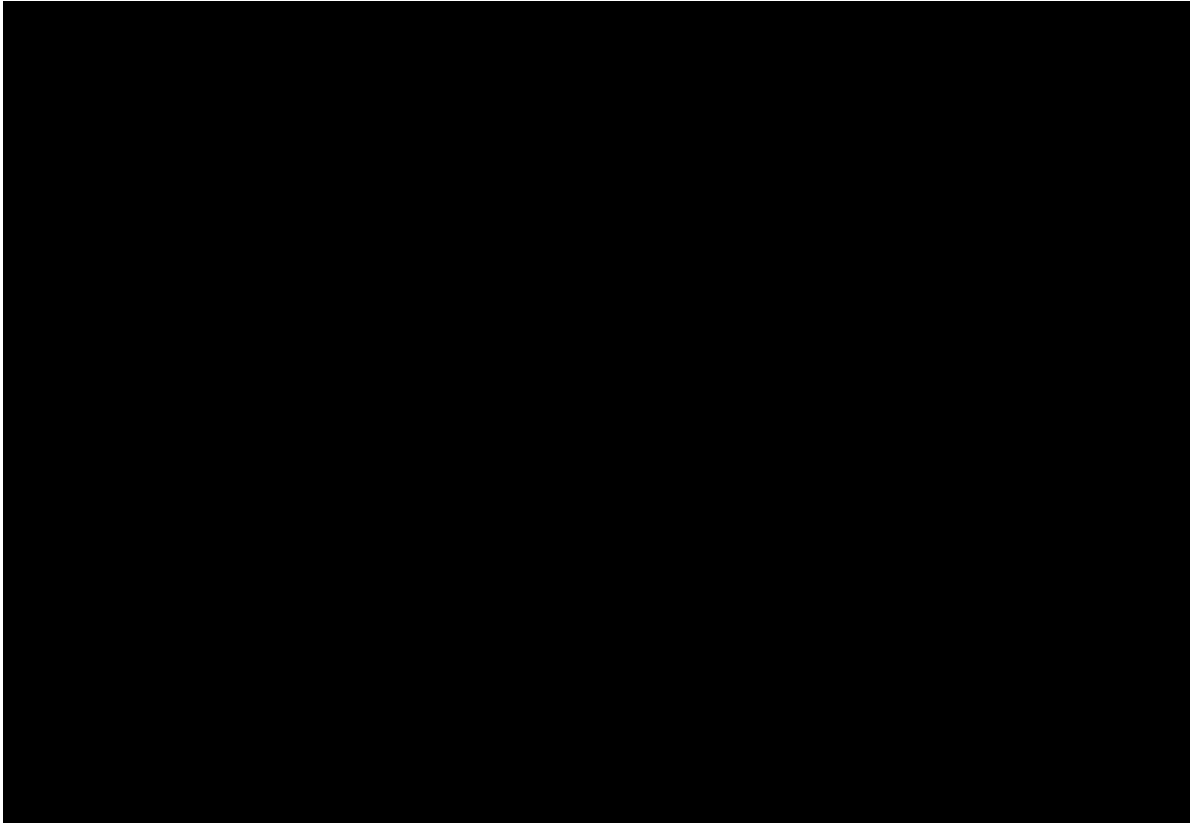
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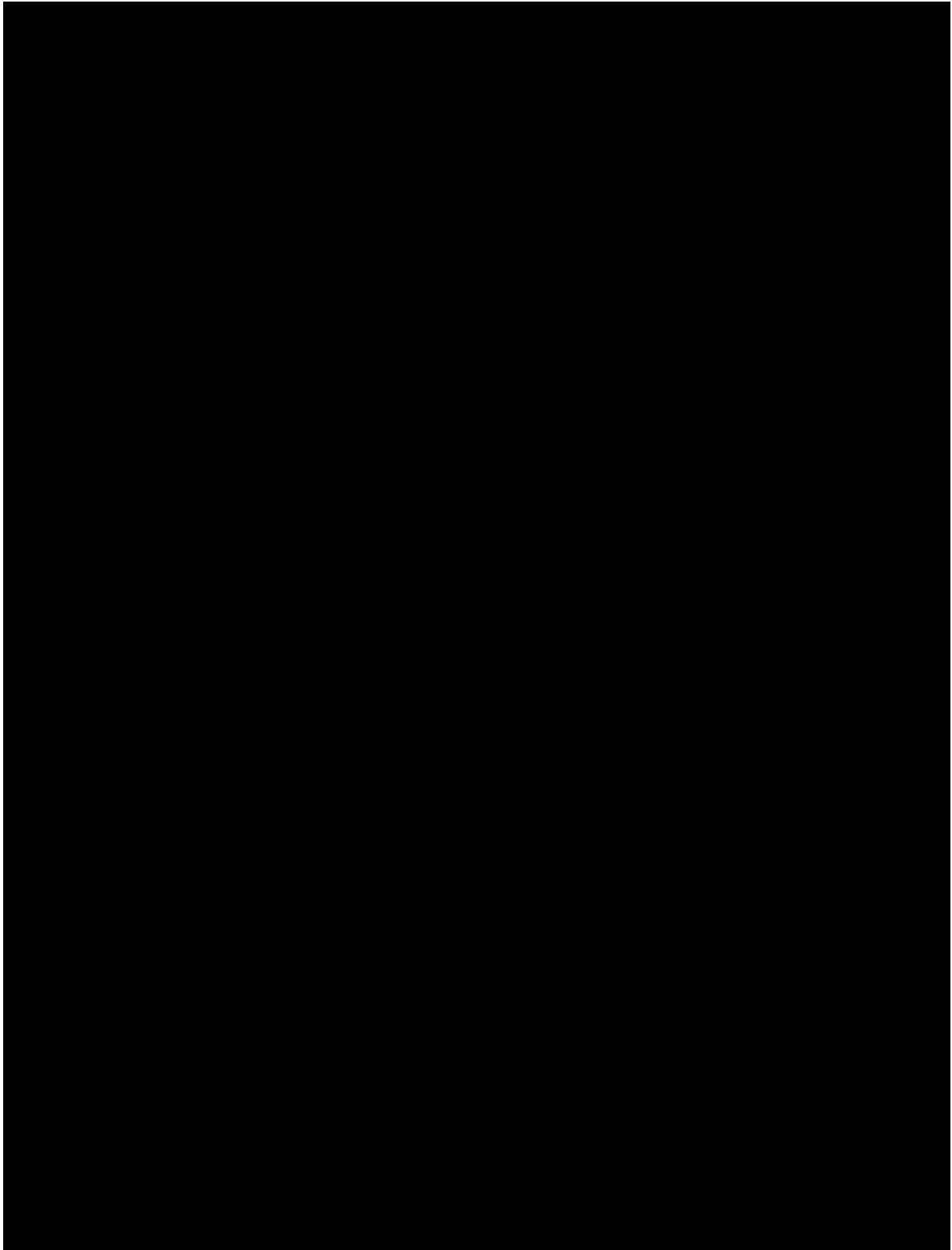
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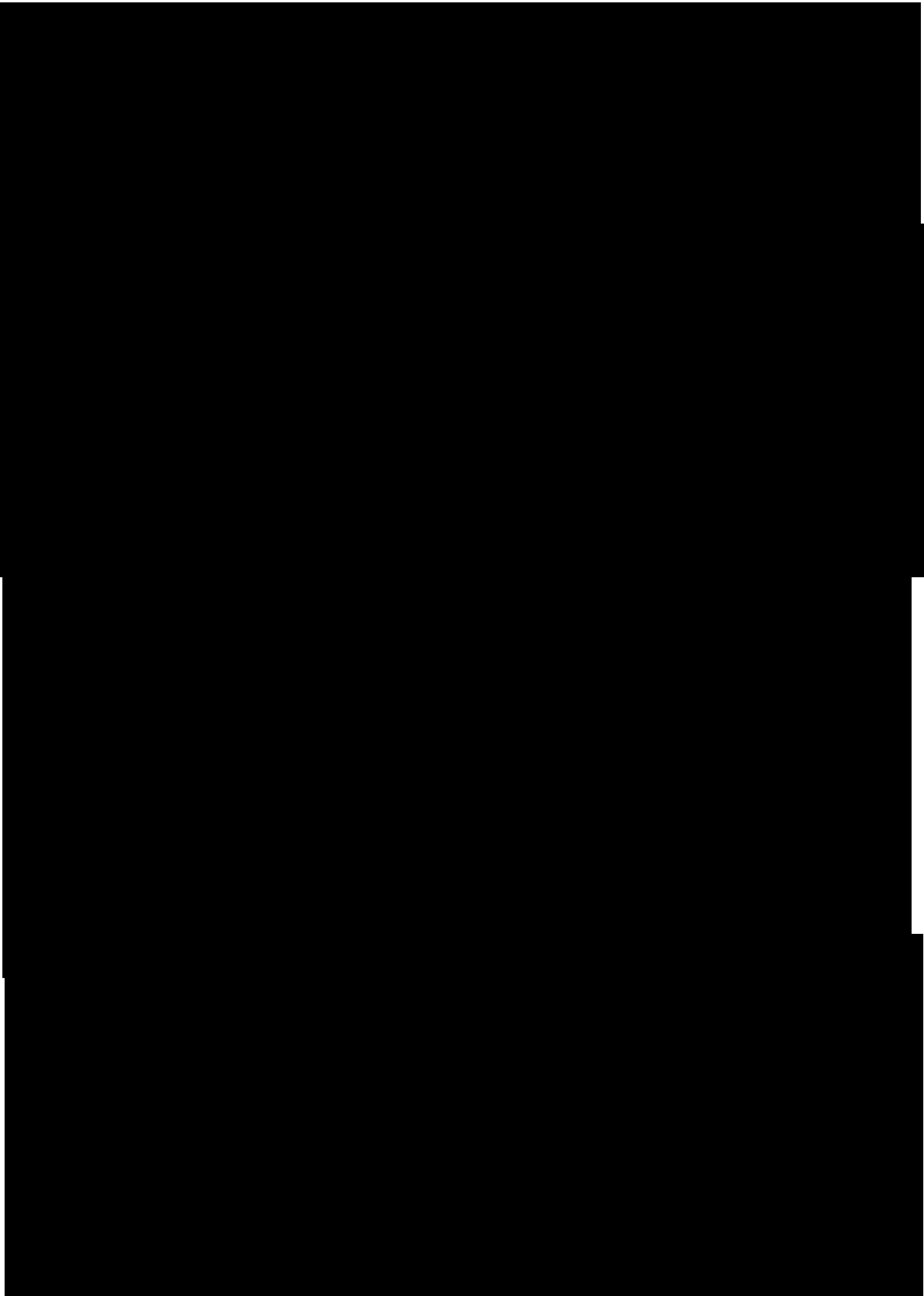
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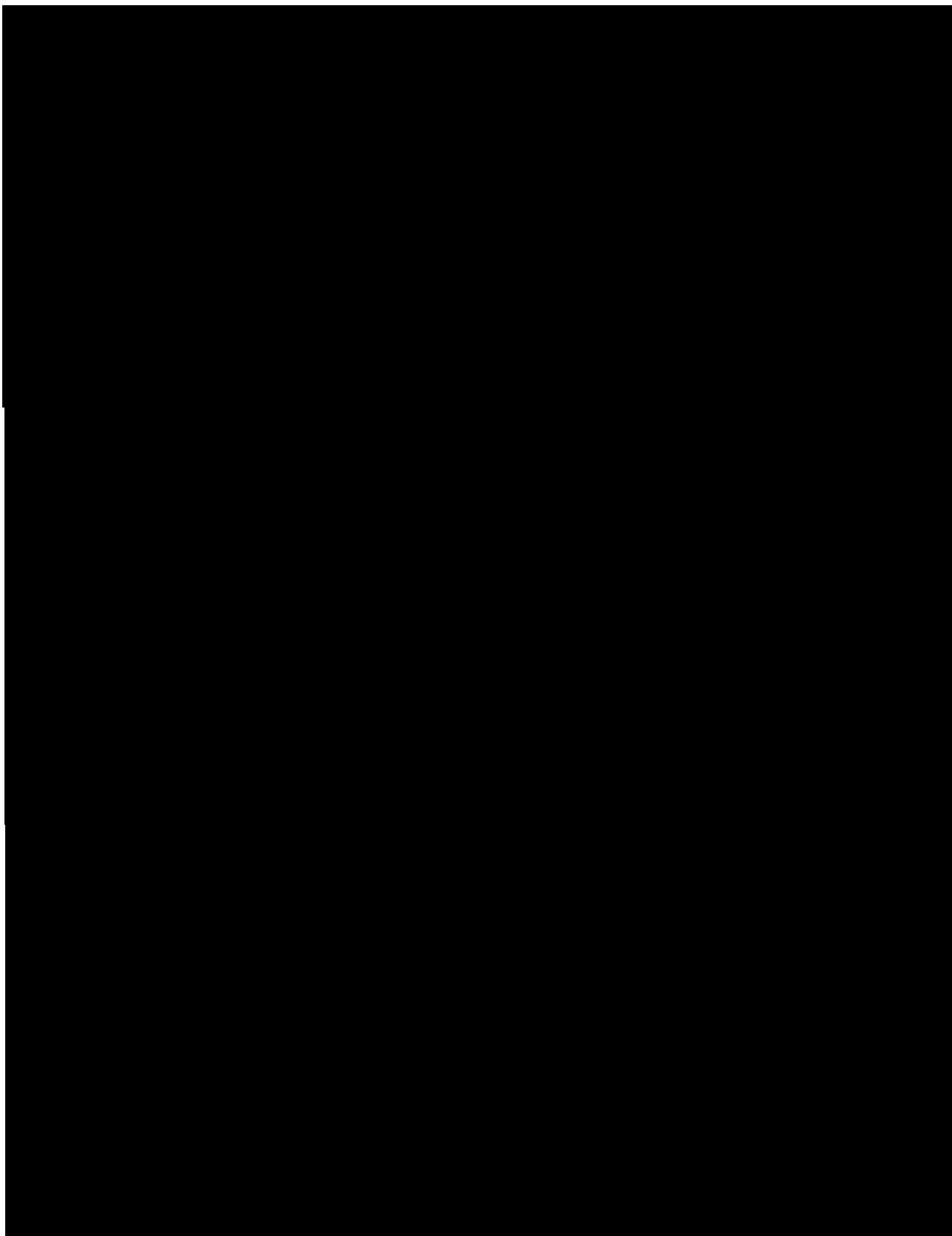
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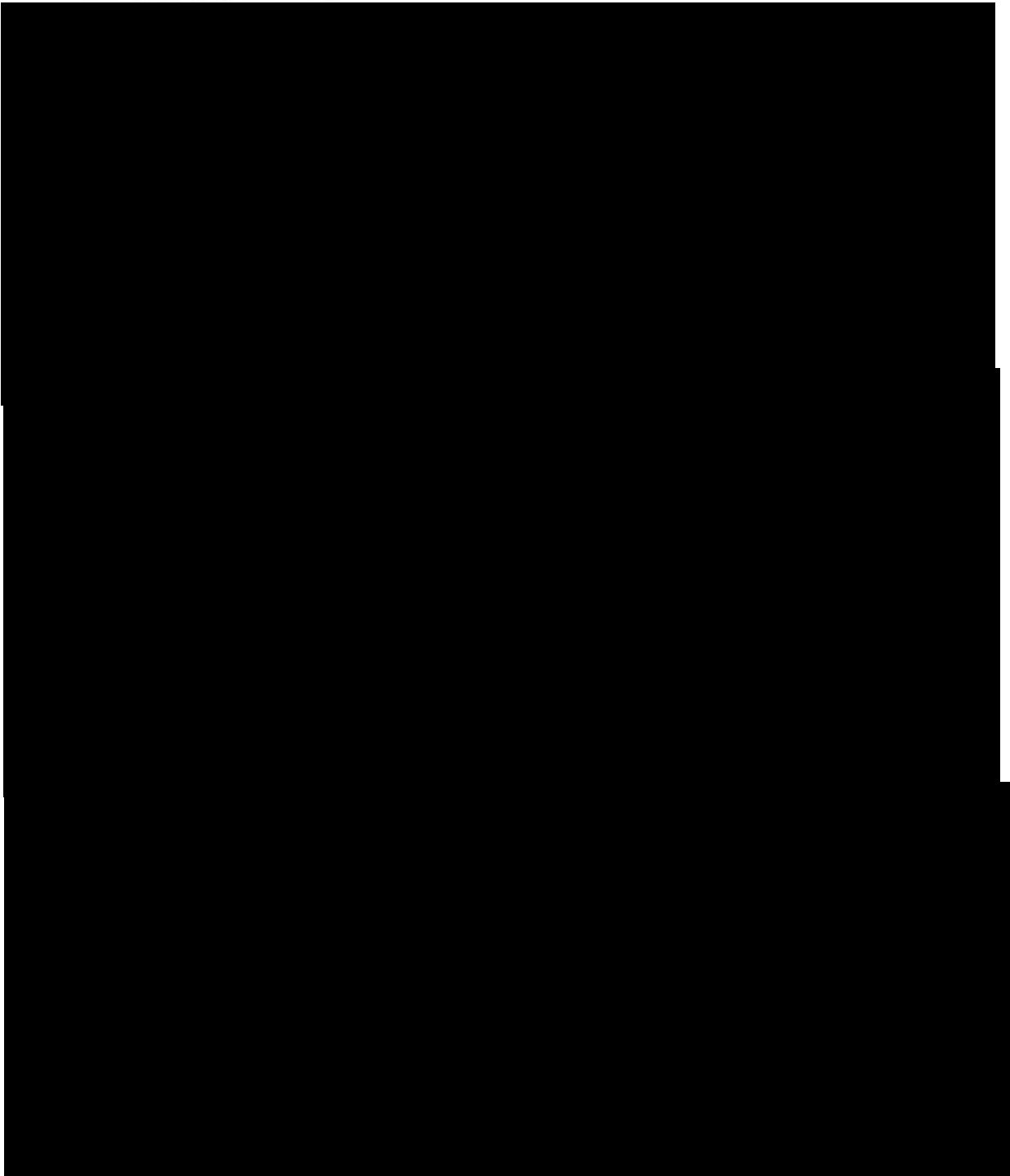
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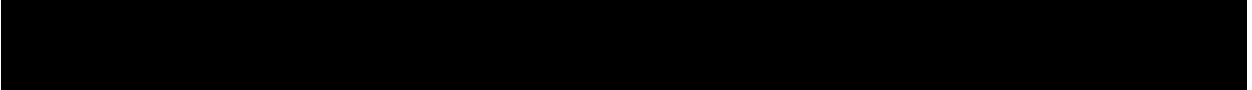
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Security

Short form security requirements apply

Maximum liability

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

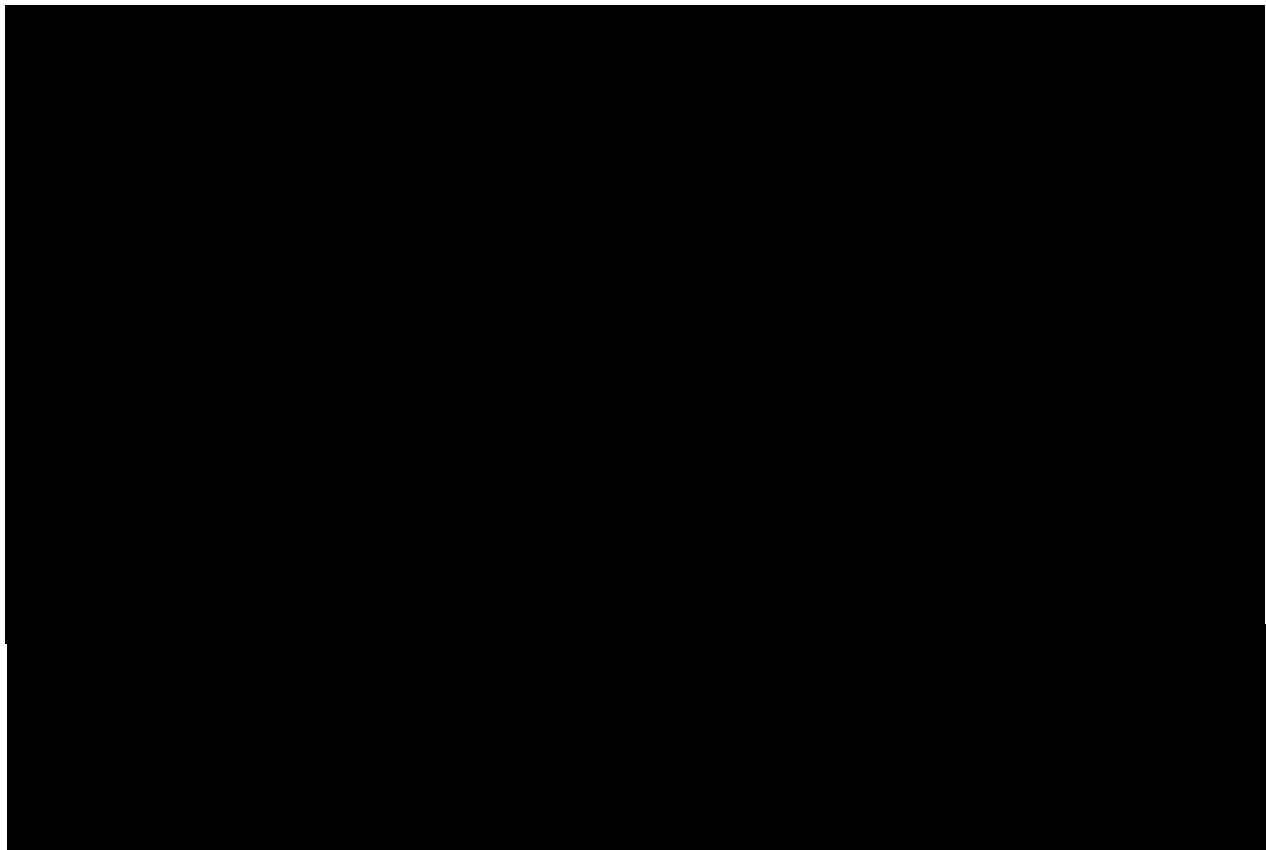


Call-off charges



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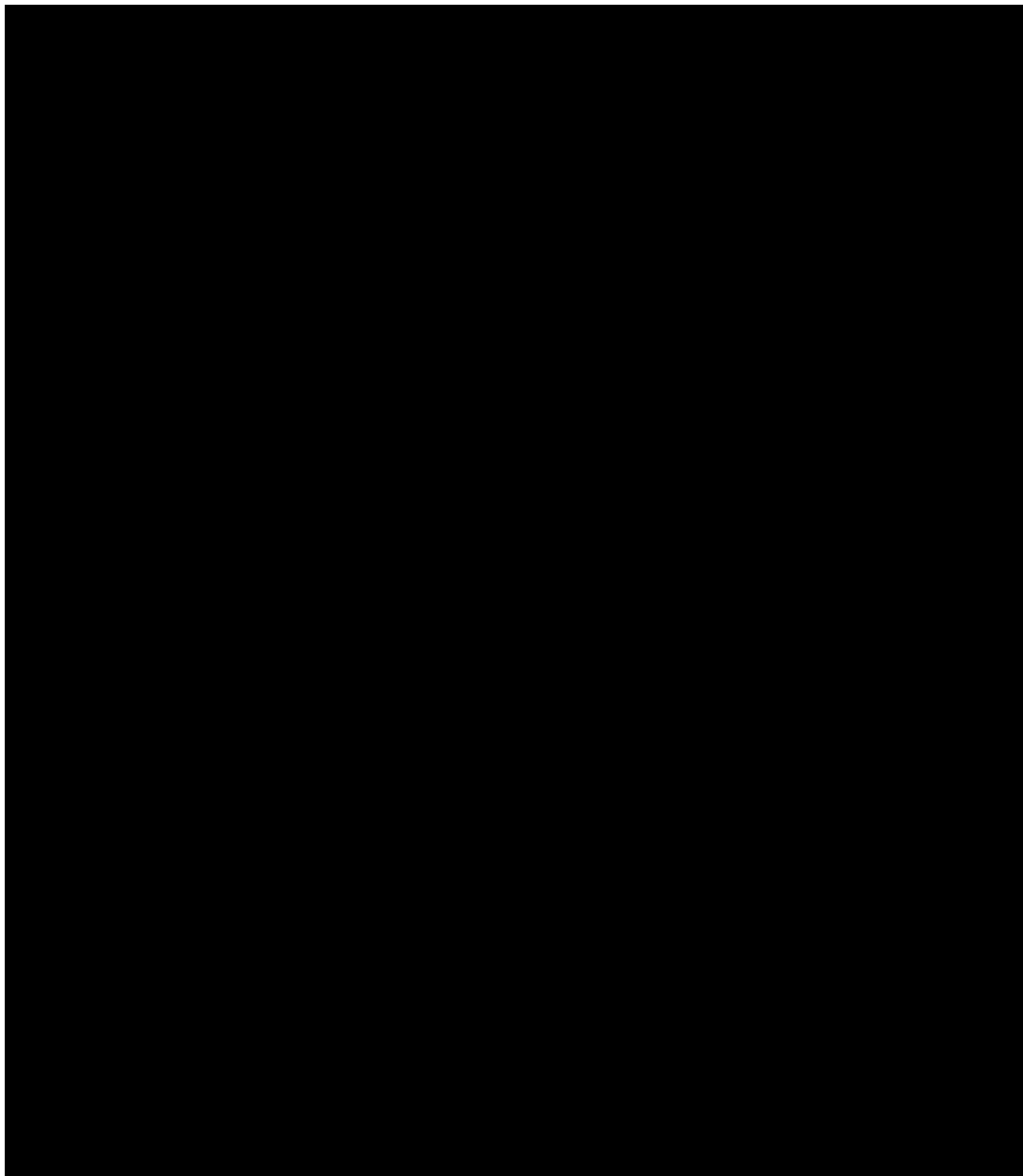
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The day rates applicable to the team are as follows:



Payment method

Monthly invoicing in arrears. The invoice must be sent to the Contract Manager for approval prior to submission for payment.

Buyer's invoice address

BEIS

ap@uksbs.co.uk

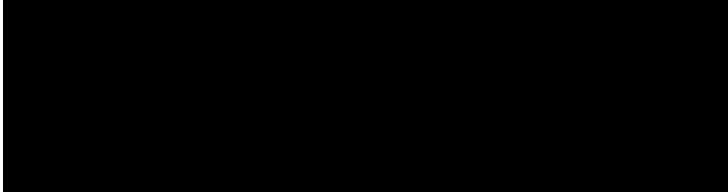
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FINANCIAL TRANSPARENCY OBJECTIVES

The Financial Transparency Objectives apply to this Call-Off Contract.

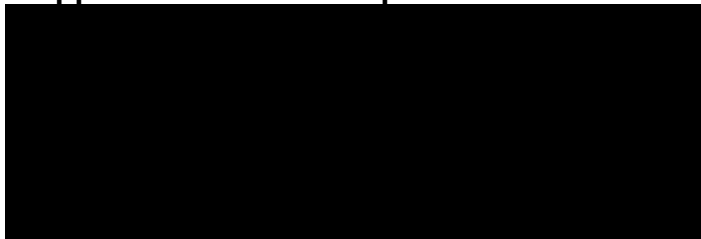
Buyer's authorised representative



Buyer's contract manager



Supplier's authorised representative



Supplier's contract manager



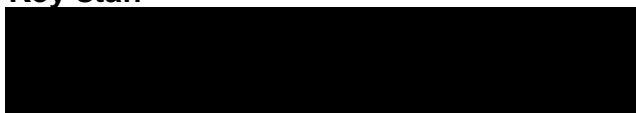
Progress report frequency

Fortnightly

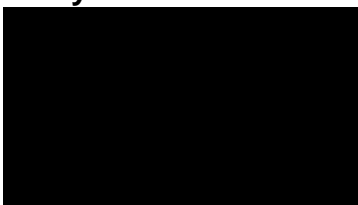
Progress meeting frequency

To be agreed

Key staff



Key subcontractors





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Guarantee

Not applicable

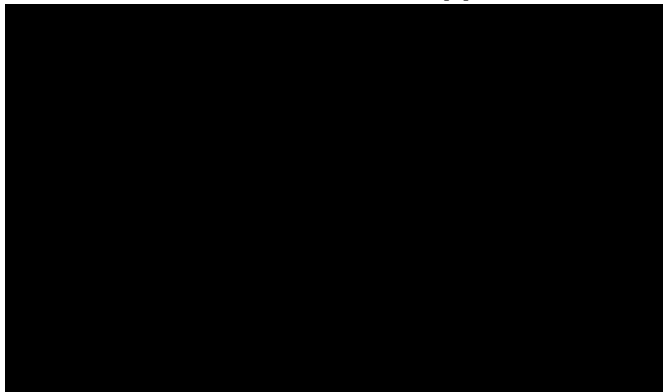
The Supplier agrees, in providing the Deliverables and performing its obligations under the Call-Off Contract, that it will comply with the social value commitments in Call-Off Schedule 4 (Call-Off Tender).

Formation of call off contract

By signing and returning this Call-Off Order Form the Supplier agrees to enter a Call-Off Contract with the Buyer to provide the Services in accordance with the Call-Off Order Form and the Call-Off Terms.

The Parties hereby acknowledge and agree that they have read the Call-Off Order Form and the Call-Off Terms and by signing below agree to be bound by this Call-Off Contract.

For and on behalf of the Supplier:



For and on behalf of the Buyer:

