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

**Order Form**

CALL-OFF REFERENCE: Supplier References:119856, 124449 & 118862

THE BUYER: **Crown Commercial Service**

BUYER ADDRESS **REDACTED TEXT under FOIA Section 40, Personal Information**.

**REDACTED TEXT under FOIA Section 40, Personal Information**.

THE SUPPLIER: Kainos WorkSmart Limited

SUPPLIER ADDRESS: **REDACTED TEXT under FOIA Section 40, Personal Information**.

**REDACTED TEXT under FOIA Section 40, Personal Information**.

REGISTRATION NUMBER:NI622516

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 30th April 2022.

It’s issued under the Framework Contract with the reference number RM6194 for the provision of Back Office 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) RM6194
3. The following Schedules in equal order of precedence:

* Joint Schedules for **RM6194**
  + Joint Schedule 2 (Variation Form)
  + Joint Schedule 3 (Insurance Requirements)
  + Joint Schedule 4 (Commercially Sensitive Information)
  + [Joint Schedule 9 (Minimum Standards of Reliability) ]

* + Joint Schedule 11 (Processing Data)
  + Joint Schedule 12 (Supply Chain Visibility) ]
* Call-Off Schedules for **RM6194**
  + Call-Off Schedule 1 (Transparency Reports)
  + Call-Off Schedule 5 (Pricing Details)
  + Call-Off Schedule 7 (Key Supplier Staff)
  + Call-Off Schedule 9 (Security)
  + Call-Off Schedule 14 (Service Levels)
  + Call-Off Schedule 20 (Call-Off Specification)
  + Call-Off Schedule 23 (Supplier-Furnished Terms)

1. CCS Core Terms (version 3.0.10)
2. Joint Schedule 5 (Corporate Social Responsibility) RM6194

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 SPECIAL TERMS

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

1. No termination for convenience will apply in respect of either of the Supplier’s Software as a Service Offerings, the Smart Test Subscription Service and the Smart Audit Subscription Service.

CALL-OFF START DATE: **1st May 2022**

CALL-OFF EXPIRY DATE: **30th April 2025**

CALL-OFF INITIAL PERIOD: **3** Years (with a possible 1+1 year extension)

**Kainos Smart Audit**  1st November 2022 to 30th April 2025 initial 2 years and 6 Months (with a further extension option 1 year + 1-year subject to budgetary approval)

**Kainos Smart Test** 3 Years (With a possible 1+1-year extension)

**Kainos Smart AMS**  3 Years (With a possible 1+1-year extension)

CALL-OFF DELIVERABLES

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

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 isestimated at**: REDACTED TEXT under FOIA Section 43 Commercial Interests**.

CALL-OFF CHARGES

The total contract value including any extensions (ex VAT) is **£997,380.00**

**REDACTED TEXT under FOIA Section 43 Commercial Interests**.

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

All changes to the Charges must use procedures that are equivalent to those in Paragraphs 4, 5 and 6 (if used) in Framework Schedule 3 (Framework Prices)

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

The payment method for this Call-Off Contract is BACS

BUYER’S INVOICE ADDRESS:

[supplierinvoices@crowncommercial.gov.uk](mailto:supplierinvoices@crowncommercial.gov.uk)

BUYER’S AUTHORISED REPRESENTATIVE

Finance:

**REDACTED TEXT under FOIA Section 40, Personal Information**.

**REDACTED TEXT under FOIA Section 40, Personal Information**.

**REDACTED TEXT under FOIA Section 40, Personal Information**.

HR:

**REDACTED TEXT under FOIA Section 40, Personal Information**.

**REDACTED TEXT under FOIA Section 40, Personal Information**.

**REDACTED TEXT under FOIA Section 40, Personal Information**.

BUYER’S ENVIRONMENTAL POLICY

[Carbon Reduction Policy](https://www.gov.uk/government/publications/carbon-reduction-policy)

BUYER’S SECURITY POLICY

Please refer to Call-Off Schedule X

SUPPLIER’S AUTHORISED REPRESENTATIVE

**REDACTED TEXT under FOIA Section 40, Personal Information**.

**REDACTED TEXT under FOIA Section 40, Personal Information**.

**REDACTED TEXT under FOIA Section 40, Personal Information**.

4-6 Upper Crescent, Belfast, BT7 1NT, United Kingdom

SUPPLIER’S CONTRACT MANAGER

**REDACTED TEXT under FOIA Section 40, Personal Information**.

**REDACTED TEXT under FOIA Section 40, Personal Information**.

**REDACTED TEXT under FOIA Section 40, Personal Information**.

4-6 Upper Crescent, Belfast, BT7 1NT, United Kingdom

PROGRESS REPORT FREQUENCY

As set out in Call-Off Schedule 1

PROGRESS MEETING FREQUENCY

As set out in Call-Off Schedule 1

KEY STAFF

As set out in Call-Off Schedule 7

KEY SUBCONTRACTOR(S)

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

Not applicable

SERVICE CREDITS

Not Applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

<https://www.kainos.com/information/corporate-social-responsibility>

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **For and on behalf of the Supplier:** | | **For and on behalf of the Buyer:** | | | | | |
| Signature | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Signature | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Signature | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Signature | **REDACTED TEXT under FOIA Section 40, Personal Information**. |
| Name | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Name | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Name | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Name | **REDACTED TEXT under FOIA Section 40, Personal Information**. |
| Role | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Role | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Role | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Role | **REDACTED TEXT under FOIA Section 40, Personal Information**. |
| Date | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Date | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Date | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Date | **REDACTED TEXT under FOIA Section 40, Personal Information**. |

[Buyer guidance: execution by seal / deed where required by the Buyer].