

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

Order Form

CALL-OFF REFERENCE: **K280021255**

THE BUYER: **DVSA (Driver Vehicle Standards Agency)**

BUYER ADDRESS **Berkeley House, Croydon Street, Bristol, BS5
0DA**

THE SUPPLIER: **Kuehne + Nagel Limited**

SUPPLIER ADDRESS: **1 Roundwood Avenue, Stockley Park,
Uxbridge, England, UB11 1FG**

REGISTRATION NUMBER: **01722216**

DUNS NUMBER: **22-845-3569**

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 01st June 2021.

It's issued under the Framework Contract with the reference number **RM6074** for the provision of **Logistics and Warehousing**.

CALL-OFF LOT(S):

Lot Number	Lot Description	Relevant (Yes / No)
1	Logistics - Transport	No
2	Logistics - Warehousing and Storage	No

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3	Waste Logistics, Recycling, Disposal and Destruction	No
4	Removals and Relocations	No
5	Vehicle, Plant and Industrial Equipment – Transportation and Storage	Yes
6	Construction Logistics – Transportation and Storage	No
7	Healthcare Logistics – Transportation and Storage	No
8	Logistics and Warehousing Solutions, Design and Support Services	No

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) **RM6074**
3. The following Schedules in equal order of precedence:
 - Joint Schedules for **RM6074**
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 6 (Key Subcontractors)
 - Joint Schedule 7 (Financial Difficulties)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Joint Schedule 13 (Continuous Improvement)
 - Call-Off Schedules for **K280021255**
 - Call-Off Schedule 1 (Transparency Reports)
 - Call-Off Schedule 2 (Staff Transfer)
 - Call-Off Schedule 5 (Pricing Details)
 - Call-Off Schedule 7 (Key Supplier Staff)
 - Call-Off Schedule 8 (Business Continuity and Disaster Recovery)
 - Call-Off Schedule 9 (Security)
 - Call-Off Schedule 10 (Exit Management)
 - Call-Off Schedule 13 (Implementation Plan and Testing)
 - Call-Off Schedule 14 (Service Levels)
 - Call-Off Schedule 15 (Call-Off Contract Management)
 - Call-Off Schedule 20 (Call-Off Specification)
4. CCS Core Terms (version 3.0.9)
5. Joint Schedule 5 (Corporate Social Responsibility) **RM6074**
6. 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 SPECIAL TERMS

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

None

CALL-OFF START DATE:

01 July 2021

CALL-OFF EXPIRY DATE: **30 June 2024**

CALL-OFF INITIAL PERIOD: **Three (3) Years, Zero (0) Months with option to extend for 2 years (3+1+1)**

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 capped at a total annual aggregate liability of £1,250,000 per annum.

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is **£221,847.00.**

CALL-OFF CHARGES
See details in Call-Off Schedule 5 (Pricing Details)
The Charges will not be impacted by any change to the Framework Prices. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of:

- **Specific Change in Law**

REIMBURSABLE EXPENSES
Recoverable as stated in the Framework Contract. Limited to Additional expenses in carrying out the sale and or disposal of vehicles or additional travel expenses reasonably incurred at the request of the Buyer such as ferry crossing, road tolls.

PAYMENT METHOD
Payment will be made by BACS no later than 30 days of receipt of a valid invoice.

BUYER'S INVOICE ADDRESS:
XXXXXX redacted under FOIA section No 40 – Personal Information

BUYER'S AUTHORISED REPRESENTATIVE
XXXXXX redacted under FOIA section No 40 – Personal Information

BUYER'S ENVIRONMENTAL POLICY
The Supplier will be required to work with the Buyer to reduce its effect upon the environment over the lifetime of the call off contract. The Supplier shall assist the Buyer in developing a plan specifically aimed towards this call off contract to reduce its carbon footprint, reduce emissions and look at other activities that will support a greener solution.

The environmental plan will be reviewed during the monthly/quarterly supplier review meetings and progress tracked.

BUYER'S SECURITY POLICY

DVSA Supplier security policy – SEE 'Order form - Annex 1 Security plan' document.

SUPPLIER'S AUTHORISED REPRESENTATIVE

XXXXXX redacted under FOIA section No 40 – Personal Information

SUPPLIER'S CONTRACT MANAGER

XXXXXX redacted under FOIA section No 40 – Personal Information

PROGRESS REPORT FREQUENCY

On the first Working Day of each calendar month

PROGRESS MEETING FREQUENCY

Quarterly on the first Working Day of each quarter

KEY STAFF

Supplier Contract Manager

(See Above)

Suppliers Strategic Contract Manager

XXXXXX redacted under FOIA section No 40 – Personal Information

KEY SUBCONTRACTOR(S)

Egertons Holdings Limited (Company Registration Number: 10304353)

COMMERCIALLY SENSITIVE INFORMATION

- **Pricing**
- **Operational solutions**
- **Management Information**

SERVICE CREDITS

Service Credits will accrue in accordance with Call-Off Schedule 14 (Service Levels).

The Service Credit Cap is: **no more than 10% of monthly invoiced value.**

The Service Period is: **one Month**

A Critical Service Level Failure is: **failure by the Supplier to carry out its obligations within a 24 hour period.**

ADDITIONAL INSURANCES

Supplier must maintain insurance in line with the Specification (including but not limited to Annex 3) in Call Off Schedule 20 and in accordance with Joint Schedule 3 (Insurance Requirements).

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 Supplier:
Signature:		
Name:		
Role:		
Date:		
For and on behalf of the Buyer:		
Signature:		
Name:		
Role:		
Date:		