

## **Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)**

Call-Off Ref: RM1043.8

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### **Order Form**

Call-Off Reference: prj\_10092

Call-Off Title: Victim and Witness Data Portal

Call-Off Contract Description: Project aim is to develop a data collection platform (Victim and Witness Data Portal) which can hold grant monitoring information. Requirements include design, develop and implement a Power Platform solution hosted on Ministry of Justice infrastructure. There is a requirement for some ongoing support.

The Buyer: Ministry of Justice

Buyer Address: 102 Petty France, London, SW1H 9AJ

The Supplier: Content+Cloud Limited

Supplier Address: Lowry Mill Lees Street, Swinton, Manchester, England, M27 6DB

Registration Number: 03645998

DUNS Number: 236507906

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### **Applicable Framework Contract**

This Order Form is for the provision of the Call-Off Deliverables and dated 6 October 2023.

It's issued under the Framework Contract with the reference number RM1043.8 for the provision of Digital Outcomes Deliverables.

The Parties intend that this Call-Off Contract will not, except for the first Statement of Work which shall be executed at the same time that the Call-Off Contract is executed, oblige the Buyer to buy or the Supplier to supply Deliverables.

The Parties agree that when a Buyer seeks further Deliverables from the Supplier under the Call-Off Contract, the Buyer and Supplier will agree and execute a further Statement of Work (in the form of the template set out in Annex 1 to this Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)).

Upon the execution of each Statement of Work it shall become incorporated into the Buyer and Supplier's Call-Off Contract.

### **Call-Off Lot**

Lot 1 Digital Outcomes

### **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) RM1043.8
- 3 Framework Special Terms
- 4 The following Schedules in equal order of precedence:
  - Joint Schedules for RM1043.8
    - 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) – Not Used
    - Joint Schedule 8 (Guarantee) – Not Used
    - Joint Schedule 10 (Rectification Plan)
    - Joint Schedule 11 (Processing Data) RM1043.8
    - Joint Schedule 12 (Supply Chain Visibility) – Not Used

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- Call-Off Schedules for RM1043.8
  - Call-Off Schedule 1 (Transparency Reports)
  - Call-Off Schedule 2 (Staff Transfer) – Not Used
  - Call-Off Schedule 3 (Continuous Improvement)
  - Call-Off Schedule 5 (Pricing Details and Expenses Policy)
  - Call-Off Schedule 6 (Intellectual Property Rights and Additional Terms on Digital Deliverables)
  - Call-Off Schedule 7 (Key Supplier Staff)
  - Call-Off Schedule 8 (Business Continuity and Disaster Recovery)
  - Call-Off Schedule 9 (Security) – Short Form
  - Call-Off Schedule 10 (Exit Management)
  - Call-Off Schedule 12 (Clustering) – Not Used
  - Call-Off Schedule 13 (Implementation Plan and Testing)
  - Call-Off Schedule 14 (Service Levels and Balanced Scorecard)
  - Call-Off Schedule 15 (Call-Off Contract Management)
  - Call-Off Schedule 16 (Benchmarking) – Not Used
  - Call-Off Schedule 17 (MOD Terms) – Not Used
  - Call-Off Schedule 18 (Background Checks) – Not Used
  - Call-Off Schedule 19 (Scottish Law) – Not Used
  - Call-Off Schedule 20 (Call-Off Specification)
  - Call-Off Schedule 21 (Northern Ireland Law) – Not Used
  - Call-Off Schedule 23 (HMRC Terms) – Not Used
  - Call-Off Schedule 25 (Ethical Walls Agreement)
  - Call-Off Schedule 26 (Cyber Essentials Scheme)

5 CCS Core Terms (version 3.0.11)

6 Joint Schedule 5 (Corporate Social Responsibility) RM1043.8

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.

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:

Not Applicable.

Call-Off Start Date: 16 October 2023

Call-Off Expiry Date: 15 October 2025

Call-Off Initial Period: 2 Years

Framework Ref: RM1043.8 Digital Outcomes 6

Project Version: v2.0

Model Version: v3.8

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Call-Off Optional Extension Period: 6 Months

Minimum Notice Period for Extensions: 1 Month

Call-Off Contract Value: £500,000 + VAT

**[REDACTED]**

### **Call-Off Deliverables**

**Option B:** See details in Call-Off Schedule 20 (Call-Off Specification)

### **Warranty Period**

The Supplier shall provide digital and Software Deliverables with a minimum warranty of at least 180 days against all obvious defects, and in relation to the warranties detailed in Paragraphs 4 (licensed Software warranty) and 9.6.2 (Specially Written Software and New IPRs) of Call-Off Schedule 6 (IPRs and Additional Terms on Digital Deliverables).

### **Buyer's Standards**

From the Start Date of this Call-Off Contract, the Supplier shall comply with the relevant (and current as of the Call-Off Start Date) Standards referred to in Framework Schedule 1 (Specification). The Buyer requires the Supplier to comply with the following additional Standards for this Call-Off Contract:

See Call-Off Schedule 20 (Call-Off Specification) Appendix 1 Detailed Requirements – Table 2 Non-Functional Requirements

### **Cyber Essentials Scheme**

The Buyer requires the Supplier, in accordance with Call-Off Schedule 26 (Cyber Essentials Scheme) to provide a Cyber Essentials Plus Certificate prior to commencing the provision of any Deliverables under this Call-Off Contract.

### **Maximum Liability**

**[REDACTED]**

### **Call-Off Charges**

**[REDACTED]**

### **Reimbursable Expenses**

**[REDACTED]**

### **Payment Method**

**[REDACTED]**

### **Buyer's Invoice Address**

**[REDACTED]**

### **Buyer's Authorised Representative**

**[REDACTED]**

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### **Buyer's Environmental Policy**

N/A

### **Buyer's Security Policy**

[REDACTED]

### **Supplier's Authorised Representative**

[REDACTED]

### **Supplier's Contract Manager**

[REDACTED]

### **Progress Report Frequency**

[REDACTED]

### **Progress Meeting Frequency**

[REDACTED]

### **Key Staff**

[REDACTED]

### **Key Subcontractor(s)**

[REDACTED]

### **Commercially Sensitive Information**

Not applicable

### **Balanced Scorecard**

See Call-Off Schedule 14 (Service Levels and Balanced Scorecard).

### **Material KPIs**

[REDACTED]

### **Service Credits**

Not applicable.

### **Additional Insurances**

Not applicable – required insurance is as set out in Joint Schedule 3 (Insurance Requirements).

### **Guarantee**

There's a guarantee of the Supplier's performance provided for all Call-Off Contracts entered under the Framework Contract.

### **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

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4 (Call-Off Tender).

**Statement of Works**

During the Call-Off Contract Period, the Buyer and Supplier may agree and execute completed Statement of Works. Upon execution of a Statement of Work the provisions detailed therein shall be incorporated into the Call-Off Contract to which this Order Form relates.

**For and on behalf of the Supplier:**

Signature: [REDACTED]

Name: [REDACTED]

Role: [REDACTED]

Date: [REDACTED]

**For and on behalf of the Buyer:**

Signature: [REDACTED]

Name: [REDACTED]

Role: [REDACTED]

Date: [REDACTED]

## **Appendix 1**

**[REDACTED]**

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**Annex 1 (Template Statement of Work)**

**[REDACTED]**



## **Annex 1**

**[REDACTED]**