

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

### Order Form

#### Benchmarking – DVSA Overhead Costs

CALL-OFF REFERENCE:	K280021718
THE BUYER:	Driver and Vehicle Standards Agency
BUYER ADDRESS	The Ellipse, Padley Road, Swansea, SA1 8AN
THE SUPPLIER:	PA Consultancy Services Ltd
SUPPLIER ADDRESS:	10 Bressenden Place, London, SW1E 5DN
REGISTRATION NUMBER:	414220
DUNS NUMBER:	211000617
SID4GOV ID:	211000617

This Order Form is for the provision of the Call-Off Deliverables and dated 16<sup>th</sup> August 2022.

It is issued under Crown Commercial Service framework number RM6187, Management Consultancy Framework 3.

#### CALL-OFF LOT:

Lot 4 - Finance

#### 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 includes the Call-Off Special Terms and Call-Off Special Schedules.
2. Joint Schedule 1(Definitions and Interpretation) RM6187

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

### **Call-Off Schedules**

- Call-Off Schedule 5 (Pricing Details)
  - Call-Off Schedule 20 (Call-Off Specification)
3. CCS Core Terms (version 3.0.10)
  4. Joint Schedule 5 (Corporate Social Responsibility)
  5. 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 Supplier terms are part of the Call-Off Contract. This includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

### **Call-off special terms**

None.

**Call-off start date:** TBC

**Call-off expiry date:** 4 weeks after work commencement

**Call-off deliverables:** As per DVSA's specification and your tender submission.

### **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.

The Estimated Year 1 Charges used to calculate liability in the first contract year are £30,000.00

Agreed contract charges are not subject to change for any reason during the contract period.

### **Reimbursable expenses**

None.

### **Payment method**

BACS

**Buyer's invoice address**

Accounts Payable,  
Shared Services Arvato,  
5 Sandringham Park,  
Swansea Vale,  
Swansea  
SA7 0EA

Invoices may be posted to the above address or preferably emailed, as a PDF to:  
ssa.invoice@sharedservicesarvato.co.uk

**FINANCIAL TRANSPARENCY OBJECTIVES**

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

**Buyer's authorised representative**

XXXXXX redacted under FOIA section 40  
XXXXXX redacted under FOIA section 40  
XXXXXX redacted under FOIA section 40  
DVSA  
Berkeley House  
Croydon Street  
Bristol  
BS5 0DA

**Supplier's authorised representative**

XXXXXX redacted under FOIA section 40  
XXXXXX redacted under FOIA section 40  
XXXXXX redacted under FOIA section 40  
10 Bressenden Place, London, SW1E 5DN

**Supplier's contract manager**

XXXXXX redacted under FOIA section 40  
XXXXXX redacted under FOIA section 40  
XXXXXX redacted under FOIA section 40  
10 Bressenden Place, London, SW1E 5DN

**Report frequency**

To be agreed during start-up meeting.

**Progress meeting frequency**

To be agreed during start-up meeting.

**Key staff**

XXXXXX redacted under FOIA section 40  
XXXXXX redacted under FOIA section 40  
XXXXXX redacted under FOIA section 40  
10 Bressenden Place, London, SW1E 5DN

**Key subcontractor(s) – Not applicable**

**Commercially sensitive information**

Any information relating to the Supplier's fee rates, its methodology for providing the services in question and any personal data provided by the Supplier including the CVs of the staff engaged in the provision of the services Any information falling within the definition of 'Supplier's Confidential Information'.

**Service credits**

Not applicable.

**Additional insurances**

Not applicable.

**Guarantee**

Not applicable.

**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:**

Signature: XXXXXX redacted under FOIA section 40

Name: XXXXXX redacted under FOIA section 40

Role: XXXXXX redacted under FOIA section 40

Date: 15th August 2022

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

Signature: XXXXXX redacted under FOIA section 40

Name: XXXXXX redacted under FOIA section 40

Role: XXXXXX redacted under FOIA section 40

Date: 16<sup>th</sup> August 2022

## **Call-Off Schedule 20 (Call-Off Specification)**



03 - Statement of  
Requirements.pdf

## Call-Off Schedule 4 (Call-Off Tender)



PA Proposal\_DVSA  
Benchmarking Overh

### **Call-Off Schedule 5 (Pricing Details)**

XXXXXX redacted under FOIA section 43

As clarified on the 25 July 2022 such that the maximum price is £30,000.

