Order Form

CALL-OFF REFERENCE: C29861

THE BUYER: Department of The Environment, Food and Rural

Affairs

BUYER ADDRESS Seacole Building

2 Marsham Street

London SW1P 4DF

THE SUPPLIER: DLA Piper UK LLP SUPPLIER ADDRESS: 160 Aldersgate Street

Barbican London EC1A 4HT

REGISTRATION NUMBER: OC307847 DUNS NUMBER: 73-862-3557 SID4GOV ID: 73-862-3557

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated on the date on which the last party to this Order Forms executes the document.

It's issued under the Framework Contract with the reference number Legal Services Panel RM6179 for the provision of legal advice and services.

CALL-OFF LOT:

Lot 1 – General Legal Advice and Services

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) RM6179
- 3. Framework Special Terms

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- 4. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6179
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - o Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Call-Off Schedules for C29861
 - Call-Off Schedule 1 (Transparency Reports)
 - Call-Off Schedule 2 (Staff Transfer)
 - Call-Off Schedule 3 (Continuous Improvement)
 - Call-Off Schedule 24 (Special Schedule)
- 5. CCS Core Terms (version 3.0.11)
- 6. Joint Schedule 5 (Corporate Social Responsibility) RM6179

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

None

CALL-OFF START DATE: 08/08/2025

CALL-OFF EXPIRY DATE: 31/03/2026

CALL-OFF INITIAL PERIOD: 8 Months

OPTION TO EXTEND (AT DISCRETION OF BUYER):

Option to extend until the appointment of the PRO and the completion of all activities relating to that appointment. A further contract required for any activity relating to the management of the appointed PRO.

WORKING DAY

For the purposes of this Call-Off Contract, "Working Day" shall mean any day, including Saturdays and Sundays and public holidays.

CALL-OFF DELIVERABLES

The Buyer is entitled to 2 hours of free initial consultation and legal advice with each Order in accordance with Paragraph 5.2 of Framework Schedule 1 (Specification).

Legal Specification:



To provide legal advice on all aspects of the appointment of the producer responsibility organisation (PRO) to which certain functions of the scheme administrator (**SA**) for the packaging extended producer responsibility scheme (the **Scheme**) will be delegated.

The work to include, without limitation:

- Preparing the proposed conditions of appointment, including a detailed PRO responsibility matrix to govern the proposed delegation
- Advise on the appointment process and the appointment process documents
- Advise on the conduct of the appointment process and selection of the candidate PRO
- Confirm conditions of appointment with candidate PRO and drafting instrument appointing the PRO

MANAGEMENT OF CONFLICT OF INTEREST

Nothing additional to the Core Terms (version 3.0.11)

CONFIDENTIALITY

Nothing additional to the Core Terms (version 3.0.11)

IPR

Nothing additional to the Core Terms (version 3.0.11)

MAXIMUM LIABILITY

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms, and as amended by the Framework Special Terms.

CALL-OFF CHARGES

The estimated maximum value of this Call-Off Contract is £120,000 excluding VAT. Charges will be calculated by reference to the Supplier's Panel Hourly Rates.

Fee Earner	Hourly Price
Partner	
Legal Director	
Senior Solicitor	
Solicitor	
Junior Solicitor	
Trainee / Paralegal	
Legal Project Manager	

VOLUME DISCOUNTS

Where the Supplier provides Volume Discounts, the applicable percentage discount (set out in Table 2 of Annex 1 of Framework Schedule 3 (Framework Prices)) shall automatically be applied by the Supplier to all Charges it invoices regarding the Deliverables on and from the date and time when the applicable Volume Discount threshold is met and in accordance with Paragraphs 8, 9 and 10 of Framework Schedule 3.

Threshold 1	Threshold 2	Threshold 3
•	£2.5m and above, up to a maximum of £4.999,999.99	£5m and above
2.00%	2.00%	2.00%

REIMBURSABLE EXPENSES

None.

DISBURSEMENTS

Not Payable.

ADDITIONAL TRAINING CHARGE

Not applicable.

SECONDMENT CHARGE

Not applicable.

PAYMENT METHOD

Pricing mechanism is as per hourly rates outlined in the Call-Off Charges.

Payment in arrears upon submission of a compliant Invoice.



BUYER'S INVOICING ADDRESS:

Please send all invoices to invoicesPSM@governmentlegal.gov.uk. Please copy in

All draft invoices are verified and approved by the Buyer's Authorised Representative. Once this has been complete, the supplier must send the final invoice, quoting a valid purchase order number (PO Number) to:

Panel Services Management (PSM) Team Government Legal Department

The following details must be quoted on all draft and final invoices:

APinvoices-DEF-U@gov.sscl.com

SSCL

Department for Environment, Food & Rural Affairs

PO Box 790

Newport

NP108FZ

United Kingdom

- Your Ref –
- Matter Name pEPR Statutory Appointment of a PRO Legal Advice
- Purchase Order

Final Invoices will be sent for payment via email to:

SSCL

Department for Environment, Food & Rural Affairs

PO Box 790

Newport

NP108FZ

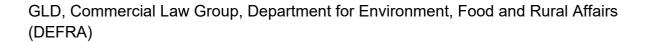
APinvoices-DEF-U@gov.sscl.com

BUYER'S AUTHORISED REPRESENTATIVE

Circular Economy Directorate, Department for Environment, Food and Rural Affairs (DEFRA)

GLD, Commercial Law Group, Department for Environment, Food and Rural Affairs (DEFRA)

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BUYER'S ENVIRONMENTAL POLICY

Available on request.

BUYER'S SECURITY POLICY

Available on request.

BUYER'S ICT POLICY

Available on request.

SUPPLIER'S AUTHORISED REPRESENTATIVE

160 Aldersgate St, Barbican, London, EC1A 4HT

SUPPLIER'S CONTRACT MANAGER

160 Aldersgate St, Barbican, London, EC1A 4HT

PROGRESS REPORT AND FREQUENCY

Following a request by the Buyer's Authorised Representative, the Supplier shall prepare at no cost to the Buyer a summary report setting out:

- 1. A brief update on the status of the matter on which the Supplier is instructed by the Buyer under this Call-Off Contract; and
- 2. A WIP report detailing:
 - 2.1. the charges billed to date on the matter;
 - 2.2. the work completed for the matter;
 - 2.3. the total spend to date across the matter.

PROGRESS MEETINGS AND FREQUENCY

Review meetings shall take place as required by the Buyer's Authorised Representative or such other person nominated by the Buyer 's Authorised Representative

KEY STAFF

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160 Aldersgate St, Barbican, London, EC1A 4HT

KEY SUBCONTRACTOR(S)

Not applicable.

COMMERCIALLY SENSITIVE INFORMATION

As per Joint Schedule 4 (Commercially Sensitive Information)

SERVICE CREDITS

Not applicable.

ADDITIONAL INSURANCES

Not applicable.

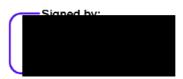
GUARANTEE

Not applicable.

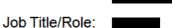
SOCIAL VALUE COMMITMENT

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 at Framework level.

Supplier_Signature



Full Name:



Date Signed:

13 August 2025

Buyer_Signature



Full Name:

Job Title/Role:

Date Signed: 13/08/2025

A copy of applicable schedules will be provided via Atamis.









Call-Off-Schedule-1-

Call-Off-Schedule-2- Call-Off-Schedule-3- Call-Off-Schedule-24 Transparency-Reports Staff-Transfer, Part C. Continuous-Improve -Legal-Services-Speci







Joint-Schedule-3-Ins

urance-Requirements











Joint Schedule 11 Data Protection.docx

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