

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

## **Order Form**

CALL-OFF REFERENCE: **Project\_18457**

THE BUYER: **The Secretary of State for the Home Department**  
BUYER ADDRESS **2 Marsham Street, London, SW1P 4DF**

THE SUPPLIER: **Specialist Computer Centres**

SUPPLIER ADDRESS: **James House, Warwick Road, Tyseley,  
Birmingham, B11 2LE**

REGISTRATION NUMBER: **01428210**

DUNS NUMBER: **227720521**

SID4GOV ID:

### **APPLICABLE FRAMEWORK CONTRACT**

This Order Form is for the provision of the Call-Off Deliverables and dated the last date of the last signature.

It's issued under the Framework Contract with the reference number RM6098 for the provision of Technology Products & Associated Service 2.

### **CALL-OFF LOT(S):**

Lot 1 Hardware and Software and Associated Services

## **CALL-OFF INCORPORATED TERMS**

This is a Bronze Contract.

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) RM6098
3. The following Schedules in equal order of precedence:
  - Joint Schedules for Framework reference RM6098
    - Joint Schedule 2 (Variation Form)
    - Joint Schedule 3 (Insurance Requirements)
    - Joint Schedule 4 (Commercially Sensitive Information)
  - Call-Off Schedules for RM6098
    - Call-Off Schedule 20 (Call-Off Specification) – this document is the Further Competition template used in the Invitation to Tender
4. CCS Core Terms (version 3.0.11) as amended by the Framework Award Form
5. Joint Schedule 5 (Corporate Social Responsibility) Framework reference RM6098
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**

None

CALL-OFF START DATE: The date of the last signature on this form.

CALL-OFF EXPIRY DATE: Call-Off Start Date + 90 days

CALL-OFF INITIAL PERIOD: **90 days**

### **CALL-OFF DELIVERABLES**

As given in section 2 of Call-Off Schedule 20 (Call-Off Specification).

### **LOCATION FOR DELIVERY**

As given in section 3 of Call-Off Schedule 20 (Call-Off Specification).

### **DATES FOR DELIVERY**

As given in section 3 of Call-Off Schedule 20 (Call-Off Specification).

### **TESTING OF DELIVERABLES**

Not applicable

### **WARRANTY PERIOD**

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be 90 days.

### **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 is **£175,000.00**

### **CALL-OFF CHARGES**

As given in cell F16 of worksheet "Sheet1" in Call-Off Schedule 4 (Call-Off Tender).

The Supplier shall state the Call-Off Reference given at the start of this form and the Purchase Order (PO) Number on each invoice. The Supplier shall align invoice line descriptions with descriptions on the PO.

The Supplier shall submit invoices directly to the Buyer's Invoice Address, below.

### **REIMBURSABLE EXPENSES**

None

## **PAYMENT METHOD**

The Buyer shall pay by BACS.

## **BUYER'S INVOICE ADDRESS:**

The Supplier shall send invoices to [HOSupplierInvoices@homeoffice.gov.uk](mailto:HOSupplierInvoices@homeoffice.gov.uk)

The Supplier may submit invoices in hard copy via post to the address below, however this will significantly delay the processing of the payment to the supplier.

Home Office Shared Service Centre HO Box 5015 Newport, Gwent NP20  
9BB United Kingdom

Tel: 08450 100125  
Fax: 01633 581514

## **BUYER'S AUTHORISED REPRESENTATIVE**

[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

## **BUYER'S ENVIRONMENTAL POLICY**

Not applicable for standard supply transactions.

## **BUYER'S SECURITY POLICY**

Not applicable for standard supply transactions.

## **SUPPLIER'S AUTHORISED REPRESENTATIVE**

[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

## **SUPPLIER'S CONTRACT MANAGER**

[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

### PROGRESS REPORT FREQUENCY

Not applicable for standard supply transactions.

### PROGRESS MEETING FREQUENCY

Not applicable for standard supply transactions.

### KEY STAFF

Not applicable for standard supply transactions.

### KEY SUBCONTRACTOR(S)

Not applicable for standard supply transactions.

### COMMERCIALLY SENSITIVE INFORMATION

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

### SERVICE CREDITS

Not applicable for standard supply transactions.

### ADDITIONAL INSURANCES

Not applicable for standard supply transactions.

### GUARANTEE

Not applicable for standard supply transactions.

### SOCIAL VALUE COMMITMENT

Not applicable for standard supply transactions.

| For and on behalf of the Supplier: |            | For and on behalf of the Buyer: |            |
|------------------------------------|------------|---------------------------------|------------|
| Signature:                         | [REDACTED] | Signature:                      | [REDACTED] |
| Name:                              | [REDACTED] | Name:                           | [REDACTED] |
| Role:                              | [REDACTED] | Role:                           | [REDACTED] |
| Date:                              | 24-12-24   | Date:                           | 06-01-25   |





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