

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

Order Form

CALL-OFF REFERENCE:	TIS0769 (BDO)
THE BUYER:	The Insolvency Service
BUYER ADDRESS	London Regional Centre 16th Floor, 1 Westfield Avenue Stratford London E20 1HZ
THE SUPPLIER:	BDO LLP
SUPPLIER ADDRESS:	55 Baker Street London W1U 7EU
REGISTRATION NUMBER:	OC305127

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 20th October 2025.

It's issued under the Framework Contract with the reference number RM6188 for the provision of TIS0769 Forensic Accountancy Panel.

CALL-OFF LOT(S):

Not applicable

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) **RM6188**
3. The following Schedules in equal order of precedence:
 - Joint Schedules for **RM6188**
 - o Joint Schedule 1 (Definitions)
 - o Joint Schedule 2 (Variation Form)
 - o Joint Schedule 3 (Insurance Requirements)
 - o Joint Schedule 4 (Commercially Sensitive Information)
 - o Joint Schedule 6 (Key Subcontractors)
 - o Joint Schedule 10 (Rectification Plan)
 - o Joint Schedule 11 (Processing Data)
 - Call-Off Schedules for **RM6188**
 - o Call-Off Schedule 1 (Transparency Reports)
 - o Call-Off Schedule 3 (Continuous Improvement)
 - o Call-Off Schedule 5 (Pricing Details)
 - o Call-Off Schedule 6 (ICT Services)
 - o Call-Off Schedule 8 (Business Continuity and Disaster Recovery)
 - o Call-Off Schedule 9 (Security)
 - o Call-Off Schedule 10 (Exit Management)
 - o Call-Off Schedule 14 (Service Levels)
 - o Call-Off Schedule 16 (Benchmarking)
 - o Call-Off Schedule 18 (Background Checks)
 - o Call-Off Schedule 20 (Call-Off Specification)
4. CCS Core Terms
5. Joint Schedule 5 (Corporate Social Responsibility) **RM6188**
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:

Special term 1 - The Buyer is only liable to reimburse the Supplier for any expense

or any disbursement which is

- (i) specified in this Contract or*
- (ii) which the Buyer has Approved prior to the Supplier incurring that expense or that disbursement. The Supplier may not invoice the Buyer for any other expenses or any other disbursements*

Special term 2 - Clause 10.5 of the Core Terms is amended as follows:

- *The existing paragraph under clause 10.5 is numbered 10.5.1;*
- *The following paragraph is inserted after clause 10.5.1 and is numbered clause 10.5.2:*

The Supplier may terminate a Call-Off Contract upon such period of written notice is reasonable in the circumstances, if there is any Change in Law or other change in circumstance outside of the Supplier's reasonable control which would mean that the performance of the Call-Off Contract (including the application of any fee arrangements) would result in the Supplier being in breach of any obligations relating to conflicts of interest, independence and integrity under Law applicable to the Supplier provided that, prior to issuing any such notice of termination, the Supplier shall use best endeavours to seek an alternative solution to termination (which shall include a requirement to terminate any contract with a third party if the existence of that contract has led to a conflict of interest) and mitigate the impact of any such alternative solution or termination.

Special term 3 - The definition of "Conflict of Interest" in Joint Schedule 1 is deleted and replaced by the following:

a conflict between:

- (a) the financial interests,*
- (b) personal duties, or*
- (c) any obligations, applicable to the Supplier, relating to conflicts of interest, independence and integrity under Law,*

of the Supplier or the Supplier Staff and the duties owed to CCS or any Buyer under a Contract, in the reasonable opinion of the Buyer or

None

CALL-OFF START DATE: 29th September 2025

CALL-OFF EXPIRY DATE: 14th September 2027

CALL-OFF INITIAL PERIOD: 2 Years, 0 Months

CALL-OFF OPTIONAL EXTENSION PERIOD

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There are two optional extension periods included in this Call Off for a further 12 months each (24 months in total)

CALL-OFF DELIVERABLES

See details in Call-Off Schedule 20 (Call-Off Specification)

SECURITY

Short form security requirements apply

And

The Supplier must adhere to the Buyers Security Management System policies which will be provided upon request.

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 **£250,000.00**

CALL-OFF CHARGES

Procurement Title: Forensic Accountancy Panel	
Procurement reference: TIS0769	
Lot number: RM6188 Audit and Assurance (Lot 3: Counter Fraud & Investigations)	
Role	Tendered Hourly Fee
Partner	REDACTED
Director/Senior Forensic Manager (Director / Senior Audit Manager)	REDACTED
Forensic Manager (Audit Manager)	REDACTED
Senior Forensic Accountant (Senior Auditor)	REDACTED
Forensic Accountant (Auditor)	REDACTED
Trainee Forensic Accountant (Trainee Auditor)	REDACTED

Analyst	REDACTED
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The Total Contract Value for this Call Off will be £500,000.00.

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

Invoice/BACS

The Buyer has a No PO (Purchase Order) No PAY (Payment) policy.

All Invoices must comply with the No PO No Pay Policy to be considered valid and be paid.

A valid Supplier Invoice shall include the following:

1. Valid Buyer Purchase Order Number;
2. Buyer Contract Reference Number; (TIS0818)
3. Invoice must accurately map to the line items within the Purchase Order, i.e. Line Descriptions, Number of Units and Unit Price.

The Buyer may make reasonable changes to its invoicing requirements during the Term by providing 30 calendar days written notice to the Supplier.

Please note that Payment Terms, notably lead times for payment of invoices, shall be directly tied to the No PO, No Pay Policy. Those without a valid PO number may be returned to the Supplier. In such cases, the lead time for payment of invoices shall not begin until a valid PO is received.

BUYER'S INVOICE ADDRESS:

Payments@insolvency.gov.uk

BUYER'S ENVIRONMENTAL POLICY

The Buyers Sustainability Strategy 2022 to 2025 available online at:

<https://www.gov.uk/government/publications/the-insolvency-service-sustainability-strategy-2022-to-2025>

BUYER'S SECURITY POLICY

The Supplier must adhere to the Buyers Security Management System policies which will be provided upon request.

SUPPLIER'S AUTHORISED REPRESENTATIVE

REDACTED

SUPPLIER'S CONTRACT MANAGER

REDACTED

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

As agreed upon for the delivery of these Services.

KEY SUBCONTRACTOR(S)

None

COMMERCIALLY SENSITIVE INFORMATION

See details in Joint Schedule 4 Commercially Sensitive Information

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

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 4 (Call-Off Tender)

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:	REDACTED	Date:	REDACTED