

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

Order Form

CALL-OFF REFERENCE: **CCOF21A03– The Provision of Furniture**

THE BUYER: **Government Property Agency**

BUYER ADDRESS: **10 Victoria Street, London SW1H 0NN**

THE SUPPLIER: **Wagstaff Bros., Limited**

SUPPLIER ADDRESS: **9 Brewhouse Yard, Clerkenwell, London,
EC1V 4JR**

REGISTRATION NUMBER: **295393**

DUNS NUMBER: **210307773**

APPLICABLE FRAMEWORK CONTRACT:

This Order Form is for the provision of the Call-Off Deliverables and dated **10/09/2021**. It's issued under the Framework Contract with the reference number RM6119 for the provision of Furniture & Associated Services.

CALL-OFF LOT(S):

Lot 8: Hubs Furniture

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) **RM6119**
3. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6119
 - 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)
 - Joint Schedule 8 (Guarantee)
 - Joint Schedule 9 (Minimum Standards of Reliability)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Joint Schedule 12 (Supply Chain Visibility)
 - Call-Off Schedules for CCOF19A11
 - Call-Off Schedule 1 (Transparency Reports)
 - Call-Off Schedule 2 (Staff Transfer)
 - Call-Off Schedule 3 (Continuous Improvement)
 - Call-Off Schedule 5 (Pricing Details)
 - Call-Off Schedule 7 (Key Supplier Staff)
 - Call-Off Schedule 8 (Business Continuity and Disaster Recovery)
 - Call-Off Schedule 9 (Security)
 - Call-Off Schedule 11 (Installation Works)
 - Call-Off Schedule 15 (Call-Off Contract Management)
 - Call-Off Schedule 20 (Call-Off Specification)
4. CCS Core Terms (version 3.0.7)
5. Joint Schedule 5 (Corporate Social Responsibility) RM6119
6. Call-Off Schedule 4 (Call-Off Tender)

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:

None

CALL-OFF START DATE: **13/09/2021**

CALL-OFF EXPIRY DATE: **12/05/2022**

CALL-OFF PERIOD: **Eight (8) Months**

CALL-OFF DELIVERABLES

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

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 **REDACTED UNDER FOIA SECTION 43, COMMERCIAL INTERESTS**

CALL-OFF CHARGES

See details in Call-Off Schedule 5 (Pricing Details)

All changes to the Charges must use procedures that are equivalent to those in Paragraphs 4, 5 and 6 (if used) in Framework Schedule 3 (Framework Prices)

The Charges will not be impacted by any change to the Framework Prices. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of:

- Indexation
- Specific Change in Law

REIMBURSABLE EXPENSES

REDACTED UNDER FOIA SECTION 43, COMMERCIAL INTERESTS

PAYMENT METHOD

Please refer to Call Off Schedule 20 - Specification, Statement of Requirements - section 17: Payment and Invoicing.

BUYER'S INVOICE ADDRESS:

REDACTED UNDER FOIA SECTION 43, COMMERCIAL INTERESTS

BUYER'S AUTHORISED REPRESENTATIVE

REDACTED UNDER FOIA SECTION 40, PERSONAL INFORMATION

BUYER'S ENVIRONMENTAL POLICY

To be provided to Supplier Post-Contract Award.

BUYER'S SECURITY POLICY

To be provided to Supplier Post-Contract Award.

SUPPLIER'S AUTHORISED REPRESENTATIVE

REDACTED UNDER FOIA SECTION 40, PERSONAL INFORMATION

SUPPLIER'S CONTRACT MANAGER

REDACTED UNDER FOIA SECTION 40, PERSONAL INFORMATION

PROGRESS REPORT FREQUENCY

Please refer to Call Off Schedule 20 - Specification, Statement of Requirements -
section 18: Contract Management

PROGRESS MEETING FREQUENCY

Please refer to Call Off Schedule 20 - Specification, Statement of Requirements -
section 18: Contract Management

KEY STAFF

Please refer to Call Off Schedule 4 – Call-Off Tender

KEY SUBCONTRACTOR(S)

REDACTED UNDER FOIA SECTION 43, COMMERCIAL INTERESTS

COMMERCIALLY SENSITIVE INFORMATION

Please refer to 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 in Call-Off Schedule 4 (Call-Off Tender)

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

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For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED UNDER FOIA SECTION 40, PERSONAL INFORMATION	Signature:	REDACTED UNDER FOIA SECTION 40, PERSONAL INFORMATION
Name:	REDACTED UNDER FOIA SECTION 40, PERSONAL INFORMATION	Name:	REDACTED UNDER FOIA SECTION 40, PERSONAL INFORMATION
Role:	REDACTED UNDER FOIA SECTION 40, PERSONAL INFORMATION	Role:	REDACTED UNDER FOIA SECTION 40, PERSONAL INFORMATION
Date:	10/09/2021	Date:	13/09/2021