

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

## Order Form

CALL-OFF REFERENCE: Con\_3735

THE BUYER: Department for Business, Energy and Industrial Strategy

BUYER ADDRESS 1 Victoria Street, London, SW1H 0ET

THE SUPPLIER: Hogan Lovells International LLP

SUPPLIER ADDRESS: Atlantic House, Holborn Viaduct, London, EC1A 2FG

REGISTRATION NUMBER: OC323639

DUNS NUMBER: 671469120

SID4GOV ID: 433693

### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 15 March 2023.

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

CALL-OFF LOT(S):  
**Lot 2 – Finance and Complex Legal 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
4. The following Schedules in equal order of precedence:
  - Joint Schedules for RM6179
    - 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 for Con\_3735
    - 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 10 (Exit Management)
    - Call-Off Schedule 15 (Call-Off Contract Management)
    - Call-Off Schedule 20 (Call-Off Specification)
    - Call-Off Schedule 24 (Special Schedule)
5. CCS Core Terms (version 3.0.11)
6. Joint Schedule 5 (Corporate Social Responsibility) RM6179
7. 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 START DATE: 10 March 2023

CALL-OFF EXPIRY DATE: 31 December 2023

CALL-OFF INITIAL PERIOD: 10 Months

CALL-OFF CONTRACT VALUE: £4,000,000

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CALL-OFF OPTIONAL EXTENSION VALUE: £4,000,000 (in addition to initial £4,000,000)

### 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).

Full details of call-off deliverables, milestones and reporting requirements are detailed 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, and as amended by the Framework Special Terms.

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is £4,000,000.

### CALL-OFF CHARGES

The Charges for the Deliverables will be based on a combination of Hourly Rates with a total contract Capped Price. The Hourly Rates will be charged on a time & materials basis and are as follows:

Partner: £ [REDACTED]

Legal Director/Counsel: £ [REDACTED]

Senior Solicitor: £ [REDACTED]

Solicitor/Associate: £ [REDACTED]

NQ/Junior Solicitor: £ [REDACTED]

Trainee: £ [REDACTED]

Paralegal: £ [REDACTED]

Legal Project Manager: £ [REDACTED]

The Charges will not be impacted by any change to the Framework Prices.

Hogan Lovells will also provide the Collaborate digital platform and a bespoke AI tool at [REDACTED].

### 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.

### REIMBURSABLE EXPENSES

None

**DISBURSEMENTS**  
Not Payable

**PAYMENT METHOD**  
Payment by BACS upon receipt of invoice within 30 days.

**BUYER'S INVOICING ADDRESS:**  
1 Victoria Street, London, SW1H 0NE

**BUYER'S AUTHORISED REPRESENTATIVE**

[REDACTED]

1 Victoria Street, London, SW1H 0NE

**BUYER'S ENVIRONMENTAL POLICY**  
Available upon request.

**BUYER'S SECURITY POLICY**  
Available upon request.

**BUYER'S ICT POLICY**  
Available upon request

**SUPPLIER'S AUTHORISED REPRESENTATIVE**

[REDACTED]

**SUPPLIER'S CONTRACT MANAGER**

[REDACTED]

**KEY STAFF**

[REDACTED]

[REDACTED]

[REDACTED]

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### KEY SUBCONTRACTOR(S)

Hogan Lovells will inform BEIS of any subcontractors intended to be used during the life of the contract.

### COMMERCIALLY SENSITIVE INFORMATION

Not applicable

### SERVICE CREDITS

Not applicable

### ADDITIONAL INSURANCES

Not applicable

### GUARANTEE

Not applicable

### OPERATIONAL BOARDS

The Operational Board members, frequency and location of board meetings and planned start date by which the board shall be established will be agreed between the supplier and BEIS following contract commencement.

### 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)

Signature Area

Organisation Name:  
Department for Business, Energy & Industrial  
Strategy

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Role/Title:

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[Redacted]

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Name:

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[Redacted]

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Signature:

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[Redacted]

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Organisation Name:  
Hogan Lovells International LLP

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Role/Title:

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[Redacted]

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Name:

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[Redacted]

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Signature:

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[Redacted]

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