

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

### Order Form

CALL-OFF REFERENCE: **DSTL0000040681**

THE BUYER: **The Secretary of State for Defence Acting through the Defence Science and Technology Laboratory (Dstl)**

BUYER ADDRESS **Dstl Portsdown West, Portsdown Hill Road, Fareham, Hampshire, PO17 6AD, UK**

THE SUPPLIER: **Iron Mountain (UK) PLC**

SUPPLIER ADDRESS: **Ground Floor 4 More, London Riverside, London, SE1 2AU**

REGISTRATION NUMBER: **01478540**

DUNS NUMBER: **227294949**

SID4GOV ID: **227294949**

### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 13/12/2024.

It's issued under the Framework Contract with the reference number RM6175 for the provision of services to process/restore/copy data from legacy media onto modern digital media.

CALL-OFF LOT(S):  
**5**

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### 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) **RM6175**
3. The following Schedules in equal order of precedence:
  - Joint Schedules for **RM6175**
    - Joint Schedule 2 (Variation Form)
    - Joint Schedule 3 (Insurance Requirements)
    - Joint Schedule 4 (Commercially Sensitive Information)
    - Joint Schedule 6 (Key Subcontractors)
    - Joint Schedule 10 (Rectification Plan)
    - Joint Schedule 11 (Processing Data)
    - Joint Schedule 13 (Continuous Improvement)
    - Joint Schedule 14 (Benchmarking)
  - Call-Off Schedules for **RM6175**
    - Call-Off Schedule 1 (Transparency Reports)
    - Call-Off Schedule 2 (Staff Transfer)
    - Call-Off Schedule 6 (ICT Services)
    - Call-Off Schedule 15 (Call-Off Contract Management)
    - Call-Off Schedule 17 (MOD Terms)
    - Call-Off Schedule 20 (Call-Off Specification)
4. CCS Core Terms (version 3.0.10)
5. Joint Schedule 5 (Corporate Social Responsibility) **RM6175**
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: **17/12/2024**

CALL-OFF EXPIRY DATE: **07/03/2025**

CALL-OFF INITIAL PERIOD: 20 working days

Framework Ref: RM6175

Project Version: v1.0

Model Version: v3.5

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### CALL-OFF DELIVERABLES

Option B: 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 **163,597.50 (exVAT)** Estimated Charges in the first 12 months of the Contract.

### CALL-OFF CHARGES

See details in Call-Off Schedule 4 (Call-Off Tender)

### REIMBURSABLE EXPENSES

Recoverable as stated in the Framework Contract

### PAYMENT METHOD

BACS

### BUYER'S INVOICE ADDRESS:

DSTL Accounts Payable

Redaction: FOIA Section 40 Personal Information

Invoices will be sent to Dstl Accounts Payable, PO Box 325, Portsdown West, Portsdown Hill Road, Fareham, Hants, PO14 9HL. Tel: 01980 950001,

### EPRESENTATIVE

Redaction: FOIA Section 40 Personal Information

Portsdown West, Portsdown Hill Road, Fareham, Hants, PO14 9HL

### BUYER'S ENVIRONMENTAL POLICY

[Dstl Sustainability Strategic Direction 2021 to 2026 - GOV.UK \(www.gov.uk\)](#)

### BUYER'S SECURITY POLICY

[Security requirements for selling to or working with Dstl - GOV.UK \(www.gov.uk\)](#)

### SUPPLIER'S AUTHORISED REPRESENTATIVE

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Framework Ref: RM6175  
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Model Version: v3.5

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Ground Floor, 4 More London Riverside, London SE1 2AU United Kingdom

### SUPPLIER'S CONTRACT MANAGER

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Ground Floor, 4 More London Riverside, London SE1 2AU United Kingdom

### PROGRESS REPORT FREQUENCY

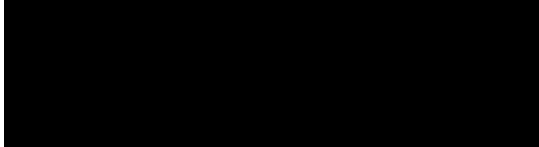
To be mutually agreed between the Authority and the supplier

### PROGRESS MEETING FREQUENCY

To be mutually agreed between the Authority and the supplier

### KEY STAFF

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### KEY SUBCONTRACTOR(S)

**Intelligent Data & Tape Solutions (IDATS)**

### COMMERCIALLY SENSITIVE INFORMATION

Not applicable

### SERVICE CREDITS

Not applicable

### ADDITIONAL INSURANCES

Not applicable

### GUARANTEE

Not applicable

### SOCIAL VALUE COMMITMENT

Not applicable

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For and on behalf of the Supplier:		For and on behalf of the Buyer:			
Signature:	Redaction: FOIA Section 40 Personal Information				
Name:					
Role:					
Date:					