

Crown Commercial Service

**PROJECT MANAGEMENT AND FULL DESIGN TEAM SERVICES FRAMEWORK
SCHEDULE 4 – TEMPLATE CALL OFF AGREEMENT (INCORPORATING THE NEC3
PROFESSIONAL SERVICES CONTRACT APRIL 2013), CONTRACT DATA AND Z
CLAUSES**

TABLE OF CONTENTS

1. Form of Agreement
2. Contract Data – Part one (Data provided by the *Employer*)
3. Contract Data – Part two (Data provided by the *Consultant*)
4. Additional conditions of contract – clauses Z1 to Z48

THE FORM OF CONTRACT

We propose to use Framework Schedule 4 A (NEC3 PSC Template Call Off Agreement) with a schedule of amendments, as detailed below. Please confirm acceptance of the proposed form of agreement as part of your tender submissions.

Date...18th December 2020.....

FORM OF AGREEMENT

Incorporating the NEC3 Professional Services Contract April 2013

Between

The Ministry of Defence (MOD), Defence Infrastructure Organisation (DIO)

And

Arcadis LLP

For the provision of Technical Support to the Re-Provision of London Transit Accommodation (LTA) and Alternative London Military Operations Centre (LMOC) AS Project

Contract number: 710396379

ECAM Tasking Reference: DIOECAM/SE/002

THIS AGREEMENT is made the Eighteenth day of December 2020

PARTIES:

1. The Defence Infrastructure Organisation (DIO) acting as part of the Secretary of State (the "*Employer*"); and
2. **ARCADIS LLP** which is a company incorporated in, and in accordance with the laws of England and Wales (Company No: OC368843 whose registered office address is at 34 York Way, London, N1 9AB. (the "*Consultant*").

BACKGROUND

- (A) The Minister for the Cabinet Office (the "Cabinet Office") as represented by Crown Commercial Service, a trading fund of the Cabinet Office, without separate legal personality (the "Authority"), established a framework for project management and full design team services for the benefit of public sector bodies.
- (B) The *Consultant* was appointed to the framework and executed the framework agreement (with reference number RM3741) which is dated 03 May 2017 (the "Framework Agreement"). In the Framework Agreement, the Consultant is identified as the "Supplier".
- (C) On the 11th March 2019, the *Employer*, acting as part of the Crown, and in the Framework Agreement is identified as a "Contracting Authority" invited the *Consultant* along with other framework suppliers to tender for the *Employer's* project management and full design team services requirements in accordance with the Call Off Procedure (as defined in the Framework Agreement).
- (D) On the 23rd April 2019, the *Consultant* submitted a tender response and was subsequently selected by the *Employer* to provide the *services*.
- (E) The *Consultant* has agreed to Provide the Services in accordance with this agreement and the Framework Agreement.

IT IS AGREED AS FOLLOWS:

1. The *Employer* will pay the *Consultant* the amount due and carry out his duties in accordance with the *conditions of contract* identified in the Contract Data and the Contract Schedules.
2. The *Consultant* will Provide the Services in accordance with the *conditions of contract* identified in the Contract Data and the Contract Schedules.
3. This Call Off Contract is the entire agreement between the parties in relation to the *services* and supersedes and extinguishes all prior arrangements, understandings, agreements, statements, representations or warranties (whether written or oral) relating thereto.
4. Neither party has been given, nor entered into this agreement in reliance on any arrangements, understandings, agreements, statements, representations or warranties other than those expressly set out in this agreement.
5. Nothing in clauses 3 or 4 shall exclude liability in respect of misrepresentations made fraudulently.
6. The Contract Schedules are:

1. Form of Agreement
2. Contract Data – Part One (Data provided by the Employer)
3. Contract Data – Part Two (Data provided by the Consultant)
4. Additional conditions of contract – clauses Z1 to Z48

Professional Services Contract

Contract Data

Part one – Data provided by the *Employer*

1 General	<ul style="list-style-type: none"> • The <i>conditions of contract</i> are the core clauses and the clauses for main Option REDACTED. • The <i>Employer</i> is Ministry of Defence (MOD) Defence Infrastructure Organisation (DIO). • The <i>Adjudicator</i> is the person agreed by the Parties from the list of <i>Adjudicators</i> published by the Institution of Civil Engineers or nominated by the <i>Adjudicator nominating body</i> in the absence of agreement. • The <i>services</i> are defined in the attached Schedule of Services, and Statement of Requirement. • The Scope is as defined in the Statement of Requirement and further referenced by the REDACTED. • The <i>language of this contract</i> is English. • <i>The law of the contract</i> is the law of England and Wales and the Courts of the country selected above, shall have exclusive jurisdiction with regard to any dispute in connection with this Agreement and the Parties irrevocably agree to submit to the jurisdiction of those courts. • The <i>period for reply</i> is two weeks. • The <i>period for retention</i> is 6 years following Completion or earlier termination. • The <i>Adjudicator nominating body</i> is the <i>Chartered Institute of Arbitrators</i> • The <i>tribunal</i> is the Courts of England and Wales
2 The Parties' main responsibilities	<p>The <i>Employer</i> provides access to the following persons, places and things</p> <ul style="list-style-type: none"> • access to the RAF Northolt site as required to deliver the scope of service. <i>access date</i> from contract award.
3 Time	<ul style="list-style-type: none"> • <i>The starting date</i> is the date of contract award. • The <i>Consultant</i> submits revised programmes at intervals no longer than one month

4 Quality	<ul style="list-style-type: none"> The quality policy statement and quality plan are NOT APPLICABLE The <i>defects date</i> is 52 weeks after Completion of the whole of the works 		
5 Payment	<ul style="list-style-type: none"> Contract Value: £210,424.14 The <i>assessment interval</i> is 30 days. The <i>currency of this contract</i> is the pound sterling (£). The <i>interest rate</i> is, [3% per annum above the Bank of England base rate in force from time to time.] 		
8 Indemnity, insurance and liability	<ul style="list-style-type: none"> The amounts of insurance and the periods for which the <i>Consultant</i> maintains insurance are: 		
	event	cover	Period
	failure of the <i>Consultant</i> to use the skill and care normally used by professionals providing services similar to the <i>services</i>	REDACTED	from the <i>starting date</i> until 6 years following completion of the whole of the <i>services</i> or earlier termination
	death of or bodily injury to a person (not an employee of the <i>Consultant</i>) or loss of or damage to property resulting from an action or failure to take action by the <i>Consultant</i>	As required under Framework Agreement Schedule 14 (Annex 1 - Part A)	from the <i>starting date</i> until all notified Defects have been corrected or earlier termination
	death of or bodily injury to employees of the <i>Consultant</i> arising out of and in the course of their employment in connection with this contract	As required under Framework Agreement Schedule 14 (Annex 1 - Part C)	from the <i>starting date</i> until all notified Defects have been corrected or earlier termination
	<ul style="list-style-type: none"> The <i>Consultant</i> provides these additional insurances NOT APPLICABLE 		
	Insurance against	[...]	
	Cover is	[...]	

	<p>Period of cover [....]</p> <ul style="list-style-type: none"> • Deductibles are [....] • <i>The Consultant's</i> total liability to the <i>Employer</i> for all matters arising under or in connection with this contract, other than the excluded matters, is limited to £ REDACTED in the aggregate]
<p>Optional Statements</p> <p>Option X20 [Include if used; not used with Option X12]</p>	<p>If Option X20 is used (but not if Option X12 is also used)</p> <ul style="list-style-type: none"> • <i>The incentive schedule</i> for Key Performance Indicators is document reference 20201005_LTALMOC_KPI • A report of performance against each Key Performance Indicator is provided at intervals of one month. • Where X20 is used, the amount due under clause 50 is adjusted to account for the application of the <i>incentive schedule</i>.
<p>Option Z</p>	<p>The additional conditions of the contract are clauses REDACTED.</p> <p>The NEC3 Z clauses full narrative is in the Framework Agreement at Annex A to Volume 5.</p>

AUTHORISATION BY THE CROWN FOR USE OF THIRD PARTY INTELLECTUAL PROPERTY RIGHTS

Notwithstanding any other provisions of the Contract and for the avoidance of doubt, award of the Contract by the Authority and placement of any contract task under it does not constitute an authorisation by the Crown under Sections 55 and 56 of the Patents Act 1977 or Section 12 of the Registered Designs Act 1949. The Contractor acknowledges that any such authorisation by the Authority under its statutory powers must be expressly provided in writing, with reference to the acts authorised and the specific intellectual property involved.

MOD Additional Conditions of Contract (DEFCONS) are:

(The full text of Defence Conditions (DEFCONS) and Defence Forms (DEFFORMS) are available electronically via the Knowledge in Defence (KiD) website.
<https://www.gov.uk/guidance/knowledge-in-defence-kid>)

REDACTED.

In the event of a conflict between the NEC3 Z Clauses and the above DEFCONS, the DEFCONS shall take precedence.

The following DEFFORMS shall be used:

REDACTED.

The following Additions shall be used:

- 1. Security Aspects Letter (SAL): Doc Ref; REDACTED.**
- 2. Cyber Risk Assessment ref: REDACTED.**

Part two – Data provided by the *Consultant*

1 Statements given in all contracts

- The *Consultant* is
 - Name: Arcadis LLP
 - Address: 34 York Way, London, N19AB
- The *key people* are

Name: REDACTED

Role: London and South East Commission Manager

Name: REDACTED

Role: National Commission Lead

- The *staff rates* are (please refer to document ref: 20201112_LTALMOC_Pricing_Schedule-OS MB2)
- The following matters will be included in the Risk Register
.....

Optional statements

If the *Consultant* is to decide the *completion date* for the whole of the *services*

The *completion date* for the whole of the *services* is 17 weeks after the starting date.

If the programme is to be identified in the Contract Data

- The programme identified in the Contract Data is detailed within the Technical Statement of Requirements and the Request for Proposal.

Include where expenses are being stated by the Consultant

If the *Consultant* states any expenses NOT APPLICABLE

- The *expenses* stated by the *Consultant* are

item	amount
[N/A]	[N/A]

[Include if the Consultant requires additional access]

If the *Consultant* requires additional access

The *Employer* provides access to the following persons, places and things

access to

access date

To be agreed as applicable on a project by project basis

If Option A or C is used

- The *activity schedule* is included in document referencedThe tendered total of the Prices is £210,424.14

If Option Y(UK)1 is used NOT APPLICABLE

- The *project bank* is ...N/A.....
- The *named suppliers* are ...N/A.....

Additional conditions of contract – clauses Z1 to Z49

REDACTED