#

# **RM6187 Framework Schedule 6 (Order Form and Call-Off Schedules)**

## Order Form

CALL-OFF REFERENCE: CCCC22A13

THE BUYER: **REDACTED TEXT under FOIA Section 40, Personal Information**

BUYER ADDRESS **REDACTED TEXT under FOIA Section 40, Personal Information**

THE SUPPLIER: **REDACTED TEXT under FOIA Section 40, Personal Information**

SUPPLIER ADDRESS: **REDACTED TEXT under FOIA Section 40, Personal Information**

DUNS NUMBER: 219252889

### Applicable framework contract

This Order Form is for the provision of the Call-Off Deliverables and dated **Wednesday 2nd November 2022.**

It’s issued under the Framework Contract with the reference number RM6187 for the provision of Consultancy for Soft FM Framework

### CALL-OFF LOT:

**Lot 1: Business**

### Call-off incorporated terms

The following documents are incorporated into this Call-Off Contract.

Where schedules are missing, those schedules are not part of the agreement and can not be used. 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) RM6187
3. The following Schedules in equal order of precedence:

### Joint Schedules for RM6187 Management Consultancy Framework Three

* + Joint Schedule 1 (Definitions)
	+ 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

* + Call-Off Schedule 5 (Pricing Details)
	+ Call-Off Schedule 7 (Key Supplier Staff)
	+ Call-Off Schedule 9 (Security)
	+ Call-Off Schedule 14 (Service Levels)
	+ Call-Off Schedule 20 (Call-Off Specification)

1. CCS Core Terms
2. Joint Schedule 5 (Corporate Social Responsibility)

Supplier terms are not 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

**[**None**]**

**Call-off start date:**  **Friday 4th November 2022**

**Call-off expiry date: Friday 13th January 2023**

**Call-off initial period:**  **10 weeks**

### Call-off deliverables:

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

### Security

Long form security requirements apply

### 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 are: £49,604.74 exclusive of VAT

### 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:

* Specific Change in Law
* Benchmarking using Call-Off Schedule 16 (Benchmarking)

### Reimbursable expenses

Recoverable as stated in Framework Schedule 3 (Framework Prices) paragraph 4.

### Payment method

BACS payment

### Buyer’s invoice address

**REDACTED TEXT under FOIA Section 40, Personal Information**

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### FINANCIAL TRANSPARENCY OBJECTIVES

The Financial Transparency Objectives do not apply to this Call-Off Contract.

**Buyer’s authorised representative**

**REDACTED TEXT under FOIA Section 40, Personal Information**

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**REDACTED TEXT under FOIA Section 40, Personal Information**

### Buyer’s security policy

Appended at Call-Off Schedule 9

### Supplier’s authorised representative

**REDACTED TEXT under FOIA Section 40, Personal Information**

**REDACTED TEXT under FOIA Section 40, Personal Information**

**REDACTED TEXT under FOIA Section 40, Personal Information**

**REDACTED TEXT under FOIA Section 40, Personal Information**

### Supplier’s contract manager

**REDACTED TEXT under FOIA Section 40, Personal Information**

**REDACTED TEXT under FOIA Section 40, Personal Information**

**REDACTED TEXT under FOIA Section 40, Personal Information**

**REDACTED TEXT under FOIA Section 40, Personal Information**

### Progress report frequency

It is expected that the Supplier maintains a tracker, logging each deliverable and the progress made. The supplier will attend a weekly update call where progress will be discussed and any risks or issues discussed. The tracker will be agreed between the parties and will be shared between key personnel.

### Progress meeting frequency

## The Authority will have weekly meetings with the Supplier to review progress. The Supplier will be expected to report progress to the Authority and alert the Authority of any delays, or expected delays.

## Attendance at Contract Review meetings shall be held virtually or at the Supplier’s own offices.

**Key staff**

**REDACTED TEXT under FOIA Section 40, Personal Information**

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**REDACTED TEXT under FOIA Section 40, Personal Information**

**REDACTED TEXT under FOIA Section 40, Personal Information**

### Key subcontractor

**N/A**

### Commercially sensitive information

**TBC by supplier at contract award**

### Service credits

**N/A**

### Additional insurances

**N/A**

### Guarantee

**N/A**

### Buyer’s environmental and social value policy

**N/A**

### 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)]

### Formation of call off contract

By signing and returning this Call-Off Order Form the Supplier agrees to enter a Call-Off Contract with the Buyer to provide the Services in accordance with the Call-Off Order Form and the Call-Off Terms.

The Parties hereby acknowledge and agree that they have read the Call-Off Order Form and the Call-Off Terms and by signing below agree to be bound by this Call-Off Contract.

**For and on behalf of the Supplier**:

Signature: **REDACTED TEXT under FOIA Section 40, Personal Information**

Name: **REDACTED TEXT under FOIA Section 40, Personal Information**

Role: **REDACTED TEXT under FOIA Section 40, Personal Information**

Date: **REDACTED TEXT under FOIA Section 40, Personal Information**

**For and on behalf of the Buyer**:

Signature: **REDACTED TEXT under FOIA Section 40, Personal Information**

Name: **REDACTED TEXT under FOIA Section 40, Personal Information**

Role: **REDACTED TEXT under FOIA Section 40, Personal Information**

Date: **REDACTED TEXT under FOIA Section 40, Personal Information**