

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

Order Form (Lots 2 to 8)

CALL-OFF REFERENCE: project_15374 EUSS Email Bounceback Mailings

THE BUYER: Home Office

BUYER ADDRESS 2 Marsham Street, London, SW1P 4DF

THE SUPPLIER: Webpost Ltd

SUPPLIER ADDRESS: Sucklings Yard, Church Street, Ware, SG12 9EN

REGISTRATION NUMBER: 08198782

DUNS NUMBER: 218566521

SID4GOV ID: 218566521

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 19th February 2025.

It's issued under the Framework Contract with the reference number **RM6280** for the provision of Postal Services & Solutions.

CALL-OFF LOT(S):

Lot Number	Lot Description	Relevant (Yes / No)
2	Collection and Delivery of Letters, Large Letters and Parcels	No
3	Collection and Delivery of Letters, Large Letters and Parcels to International Destinations	No
4	Audits, Efficiency Reviews and Niche Consultancy	No
5	Business Process Outsourcing, Mailroom, Document and Data Managed Service	No
6	Hybrid Mail, Digital and Transformational Communications	Yes
7	Inbound Delivery, Mail Opening and Digital Scanning Services	No
8	Security Screening Services	No

CALL-OFF INCORPORATED TERMS

Framework Ref: RM6280

Project Version: v1.0

Model Version: v3.8 Crown Copyright 2018

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) **RM6280**
3. The following Schedules in equal order of precedence:
 - Joint Schedules for **RM6280**
 - 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)
 - Call-Off Schedules for project_15374 EUSS Email Bounceback Mailings
 - 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 6 (ICT Services)
 - Call-Off Schedule 9 (Security)
 - Call-Off Schedule 20 (Call-Off Specification)
 - CCS Core Terms (version 3.0.11)
4. Joint Schedule 5 (Corporate Social Responsibility) **RM6280**

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: 26th February 2025

CALL-OFF EXPIRY DATE: 26th August 2025

CALL-OFF INITIAL PERIOD: 6 Months

CALL-OFF OPTIONAL EXTENSIONS PERIOD: 3 Months

CALL-OFF CONTRACT VALUE: [REDACTED]

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.

[REDACTED]

CALL-OFF CHARGES

[REDACTED]

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

The payment method for this Call-Off Contract is BACS payment. The Supplier will issue electronic invoices in arrears. The Buyer will pay the Supplier within 30 days of receipt of a valid invoice.

[REDACTED]

[REDACTED]

[REDACTED]

BUYER'S SECURITY POLICY

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

PROGRESS REPORT FREQUENCY

On the first Working Day of each calendar month

PROGRESS MEETING FREQUENCY

Quarterly on the first Working Day of each quarter

KEY STAFF

[REDACTED]

KEY SUBCONTRACTOR(S)

[REDACTED]

COMMERCIALLY SENSITIVE INFORMATION

[REDACTED]

SERVICE CREDITS

[REDACTED]

ADDITIONAL INSURANCES

[REDACTED]

GUARANTEE

[REDACTED]

SOCIAL VALUE COMMITMENT

[REDACTED]

[REDACTED]