

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

CALL-OFF REFERENCE: Estates Business Rates

THE BUYER: **Her Majesties Revenue and Customs (HMRC)**

BUYER ADDRESS 100 Parliament Street, Westminster, London,
SW1A 2BQ

THE SUPPLIER: **Cushman & Wakefield Debenham Tie Leung
Limited (C&WDTL)**

SUPPLIER ADDRESS: 125 Old Broad Street, London, EC2N 1AR

REGISTRATION NUMBER: 02757768

DUNS NUMBER: 230387474

SID4GOV ID:

This Order Form is for the provision of the Call-Off Deliverables and dated 11/07/2022.

It's issued under the Framework Contract with the reference number RM6168 for the provision of Estates Business Rates.

CALL-OFF LOT(S):
Lot 6

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) **RM6168**
3. The following Schedules in equal order of precedence:
 - Joint Schedules for **RM6168**
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)

Framework Ref: RM6168 - Estate Management Services
Project Version: v1.0
Model Version: v3.6

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- Joint Schedule 6 (Key Subcontractors)
 - Joint Schedule 7 (Financial Difficulties)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)

 - Call-off Schedule for **RM6168**
 - Call-Off Schedule 1 (Transparency Reports)
 - Call-Off Schedule 2 (Staff Transfer)
 - Call-off Schedule 4 (Call-off tender (V3.1))
 - Call-Off Schedule 5 (Pricing Details)
 - Call-Off Schedule 7 (Key Supplier Staff)
 - Call-Off Schedule 8 (Business Continuity and Disaster Recovery]
 - Call-Off Schedule 9 (Security)
 - Call-Off Schedule 10 (Exit Management)
 - Call-Off Schedule 13 (Implementation Plan and Testing)
 - Call-Off Schedule 14 (Service Levels)
 - Call-Off Schedule 15 (Call-Off Contract Management)
 - Call-Off Schedule 18 (Background Checks)
 - Call-Off Schedule 20 (Call-Off Specification)
 - Call-Off Schedule 23 (HMRC)
4. CCS Core Terms (version 3.0.10)
 5. Joint Schedule 5 (Corporate Social Responsibility) **RM6168**
 6. 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 SPECIAL TERMS:

The following Special Terms are incorporated into this Call-Off Contract:

None

CALL-OFF START DATE: 18/07/2022

CALL-OFF EXPIRY DATE: 17/07/2025

CALL-OFF INITIAL PERIOD: 3 Years, 0 (zero) Months

CALL-OFF DELIVERABLES

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

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MAXIMUM LIABILITY

[REDACTED]

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)

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

HMRC use an e-Trading Portal MyBuy (provided by SAP Ariba) to manage all ongoing financial transactions with its suppliers.

BUYER'S INVOICE ADDRESS:

HMRC Financial Shared Services Accounts

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

BUYER'S AUTHORISED REPRESENTATIVE

Louise Atkinson

[REDACTED]
[REDACTED]

HMRC Commercial Directorate

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

BUYER'S ENVIRONMENTAL POLICY



HMRC Estates
Environmental Sustain

The parties agree that all environmental reporting shall be conducted by the Supplier on a global basis.

BUYER'S SECURITY POLICY

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Appended at Call-Off Schedule 9

SUPPLIER'S AUTHORISED REPRESENTATIVE

Mike Flecknoe

[REDACTED]
[REDACTED]

SUPPLIER'S CONTRACT MANAGER

Mike Flecknoe

[REDACTED]
[REDACTED]
[REDACTED]

PROGRESS REPORT FREQUENCY

[REDACTED]

PROGRESS MEETING FREQUENCY

[REDACTED]

KEY STAFF

Mike Flecknoe

[REDACTED]
[REDACTED]
[REDACTED]

Clare McCormick

[REDACTED]
[REDACTED]

KEY SUBCONTRACTOR(S)

[REDACTED]

COMMERCIALLY SENSITIVE INFORMATION

[REDACTED]

SERVICE CREDITS

Service Credits will accrue in accordance with Call-Off Schedule 14 (Service Levels).

The Service Credit Cap is: [REDACTED]

The Service Period is: one Month

A Critical Service Level Failure: shall include any Critical KPI's as specified by the Buyer in excess of more than three (3) times in any consecutive period OR any four (4) individual Critical KPI failures in any six (6) month period. Failure to meet Milestones in accordance with the Implementation plan and/or further failure after implementing a rectification plan will be considered a Critical Service Level Failure

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ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

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)]

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	DocuSigned by:  38E5FD9664AD467...	Signature:	DocuSigned by:  F06B6AD111524A2...
Name:	Mike Flecknoe	Name:	Louise Atkinson
Role:	██████████	Role:	██████████
Date:	14 July 2022	Date:	14 July 2022