

CALLDOWN CONTRACT

Framework Agreement with: ITAD Limited

**Framework Agreement for: Forest, Governance, Markets and Climate (FGMC)
Services
Framework**

Framework Agreement Purchase Order Number: 5792

**Call-down Contract For: Monitor Implementation of the Forest, Governance, Markets and
Climate (FGMC) Programme – Additional Works**

Contract Purchase Order Number: PO 7423

I refer to the following:

1. The above mentioned Framework Agreement dated 19th April 2012;
2. Your proposal of November 2015

and I confirm that DFID requires you to provide the Services (Annex A), under the Terms and Conditions of the Framework Agreement which shall apply to this Call-down Contract as if expressly incorporated herein.

1. Commencement and Duration of the Services

1.1 The Supplier shall start the Services no later than **21st December 2015** (“the Start Date”) and the Services shall be completed by **21st December 2017** (“the End Date”) unless the Call-down Contract is terminated earlier in accordance with the Terms and Conditions of the Framework Agreement.

2. Recipient

2.1 DFID requires the Supplier to provide the Services to the **UK Department for International Development (DFID)** (“the Recipient”).

3. Financial Limit

3.1 Payments shall not exceed **£591,782** (“the Financial Limit”) and is exclusive of any government tax, if applicable as detailed in Annex B.

Fee Payments under this Call-down Contract will be made on a ‘Milestone Payment Basis’ and Reimbursables payments under this Call-down Contract will be made on an actuals basis.

The following Clause 28.1 shall therefore be substituted for Clause 28.1 of the Framework Agreement.

28. Milestone Payment Basis

- 28.1 *Where the applicable payment mechanism is "Milestone Payment", invoice(s) shall be submitted for the amount(s) indicated in Annex B and payments will be made on satisfactory performance of the services, at the payment points defined as per schedule of payments. At each payment point set criteria will be defined as part of the payments. Payment will be made if the criteria are met to the satisfaction of DFID.*

When the relevant milestone is achieved in its final form by the Supplier or following completion of the Services, as the case may be, indicating both the amount or amounts due at the time and cumulatively. Payments pursuant to clause 28.1 are subject to the satisfaction of the Project Officer in relation to the performance by the Supplier of its obligations under the Call-down Contract and to verification by the Project Officer that all prior payments made to the Supplier under this Call-down Contract were properly due.

4. DFID Officials

- 4.1 The Project Officer is:

Redacted
Senior Forestry Adviser
Climate and Environment Department

07585 987516

- 4.2 The Contract Officer is:

Redacted
Procurement & Commercial Officer
Procurement & Commercial Department

01355 84 3786

5. Key Personnel

The following of the Supplier's Personnel cannot be substituted by the Supplier without DFID's prior written consent:

Name	Designation
Redacted	Team Leader
Redacted	Project Director
Redacted	Methodology Lead MTR & QA
Redacted	Governance & Evaluation Specialist
Redacted	Forest Governance & Congo Basin Specialist
Redacted	Demand Side & Legal Specialist
Redacted	Evaluation Specialist
Redacted	Evaluation Expert
Redacted	Demand Side Expert
Redacted	Trade Specialist

Redacted	Evaluation Specialist
Redacted	Land Use Specialist
Redacted	China Specialist
Redacted	Regional Experts
Redacted	Evaluation Specialist
Redacted	Data & Project Manager

6. Reports

- 6.1 The Supplier shall submit project reports in accordance with the Terms of Reference/Scope of Work at Annex A.

7. Duty of Care

All Supplier Personnel (as defined in Section 2 of the Agreement) engaged under this Call-down Contract will come under the duty of care of the Supplier:

- I. The Supplier will be responsible for all security arrangements and Her Majesty's Government accepts no responsibility for the health, safety and security of individuals or property whilst travelling.
- II. The Supplier will be responsible for taking out insurance in respect of death or personal injury, damage to or loss of property, and will indemnify and keep indemnified DFID in respect of:
 - II.1. Any loss, damage or claim, howsoever arising out of, or relating to negligence by the Supplier, the Supplier's Personnel, or by any person employed or otherwise engaged by the Supplier, in connection with the performance of the Call-down Contract;
 - II.2. Any claim, howsoever arising, by the Supplier's Personnel or any person employed or otherwise engaged by the Supplier, in connection with their performance under this Call-down Contract.
- III. The Supplier will ensure that such insurance arrangements as are made in respect of the Supplier's Personnel, or any person employed or otherwise engaged by the Supplier are reasonable and prudent in all circumstances, including in respect of death, injury or disablement, and emergency medical expenses.
- IV. The costs of any insurance specifically taken out by the Supplier to support the performance of this Call-down Contract in relation to Duty of Care may be included as part of the management costs of the project, and must be separately identified in all financial reporting relating to the project.
- V. Where DFID is providing any specific security arrangements for Suppliers in relation to the Call-down Contract, these will be detailed in the Terms of Reference.

8. Call-down Contract Signature

- 8.1 If the original Form of Call-down Contract is not returned to the Contract Officer (as identified at clause 4 above) duly completed, signed and dated on behalf of the Supplier within 15 working days of the date of signature on behalf of DFID, DFID will be entitled, at its sole discretion, to declare this Call-down Contract void.

For and on behalf of
The Secretary of State for
International Development

Name:

Position:

Signature:

Date:

For and on behalf of
ITAD Limited

Name:

Position:

Signature:

Date: