

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

Order Form

CALL-OFF REFERENCE: SR1229613991

THE BUYER: THE COMMISSIONERS FOR HIS MAJESTY'S
REVENUE AND CUSTOMS

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

THE SUPPLIER: THE SENATOR GROUP

SUPPLIER ADDRESS: Syke Side Drive, Altham Business Park,
Accrington, BB5 5YE

REGISTRATION NUMBER: 1323955

DUNS NUMBER: 213239189

SID4GOV ID:

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 27th January 2023.

It's issued under the Framework Contract with the reference number RM6119 for the provision of Sloping Locker Tops.

CALL-OFF LOT(S):

Lot 1

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) **RM6119**
3. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6119
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 6 (Key Subcontractors)
 - Joint Schedule 7 (Financial Difficulties)
 - Joint Schedule 9 (Minimum Standards of Reliability)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 12 (Supply Chain Visibility)
 - Call-Off Schedules for RM6119
 - 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 11 (Installation Works)
 - Call-Off Schedule 14 (Service Levels)
 - Call-Off Schedule 20 (Call-Off Specification)
4. CCS Core Terms (version 3.0.7)
5. Joint Schedule 5 (Corporate Social Responsibility) RM6119

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:

Special Term 1: HMRC Mandatory Terms

CALL-OFF START DATE: **27th January 2023**

CALL-OFF EXPIRY DATE: **26th January 2024**

CALL-OFF INITIAL PERIOD: **12 Months**

CALL-OFF DELIVERABLES

To supply, deliver and install furniture as per the details set out 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.

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is **£30,585.22**

CALL-OFF CHARGES

See details in Call-Off Schedule 5

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.

HMRC has a "Purchase Order Mandatory Policy", Suppliers are required to register on the SAP Ariba Network in order to transact with HMRC via the e-Trading system and to ensure that they will continue to be able to receive purchase orders from and issue invoices to HMRC.

BUYER'S INVOICE ADDRESS:

In accordance with HMRC's myBUY process

BUYER'S AUTHORISED REPRESENTATIVE

Name: [REDACTED]

Role: Estates Lead

[REDACTED]

BUYER'S ENVIRONMENTAL POLICY

Available online at: <https://www.gov.uk/government/organisations/hm-revenue-customs/about/procurement#supplying-to-hmrc>

BUYER'S SECURITY POLICY

Available on request

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]

Account Manager

[REDACTED]

SUPPLIER'S CONTRACT MANAGER

[REDACTED]

Account Manager

[REDACTED]

PROGRESS REPORT FREQUENCY

On the first Working Day of each calendar month if required.

PROGRESS MEETING FREQUENCY

Quarterly on the first Working Day of each quarter if required.

KEY STAFF

TBC – if applicable

KEY SUBCONTRACTOR(S)

TBC – if applicable

COMMERCIALLY SENSITIVE INFORMATION

Supplier's Commercially Sensitive Information

SERVICE CREDITS

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

The Service Period is: **One Month.**

A Critical Service Level Failure is: Failure to Supply, deliver and install furniture within agreed timeframes

ADDITIONAL INSURANCES

Please refer to Joint Schedule 3 (Insurance Requirements)

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 within the Corporate Social Responsibility in Joint Schedule 5.

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

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For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:	██████████	Name:	██████████
Role:		Role:	
Date:		Date:	