

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

Order Form

CALL-OFF REFERENCE:	VOA/2021/050
THE BUYER:	Valuation Office Agency
BUYER ADDRESS	10 South Colonnade, London, E14 4PU
THE SUPPLIER:	Baringa Partners LLP
SUPPLIER ADDRESS:	62 Buckingham Gate, London, SW1E 6AJ
REGISTRATION NUMBER:	OC303471
DUNS NUMBER:	733291509
SID4GOV ID:	N/A

Applicable framework contract

This Order Form is for the provision of the Call-Off Deliverables and dated on 6th of April 2022

It's issued under the Framework Contract with the reference number RM6188 for the provision of Professional Services in support of Business Rates Review and Customer & Channel Strategy

CALL-OFF LOT(S):

Not applicable

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) - Mandatory
- Joint Schedule 2 (Variation Form) - Mandatory
- Joint Schedule 3 (Insurance Requirements) - Mandatory
- Joint Schedule 4 (Commercially Sensitive Information) - Mandatory
- Joint Schedule 6 (Key Subcontractors) - Optional
- Joint Schedule 7 (Financial Difficulties)- Optional
- Joint Schedule 8 (Guarantee) - Optional
- Joint Schedule 9 (Minimum Standards of Reliability) - Optional
- Joint Schedule 10 (Rectification Plan) - Mandatory
- Joint Schedule 11 (Processing Data) - Mandatory

Call-Off Schedules

- Call-Off Schedule 3 (Continuous Improvement) - Optional
- Call-Off Schedule 5 (Pricing Details) - Optional
- Call-Off Schedule 6 (ICT Services) - Optional
- Call-Off Schedule 7 (Key Supplier Staff) - Optional
- Call-Off Schedule 8 (Business Continuity and Disaster Recovery) - Optional
- Call-Off Schedule 9 (Security) - Optional
- Call-Off Schedule 10 (Exit Management) - Optional
- Call-Off Schedule 13 (Implementation Plan and Testing) - Optional
- Call-Off Schedule 14 (Service Levels) - Optional
- Call-Off Schedule 15 (Call-Off Contract Management) – Optional
- Call-Off Schedule 18 (Background Checks) - Optional
- Call-Off Schedule 23 (HMRC Terms) - Optional

4. CCS Core Terms (version 3.0.10)
5. Joint Schedule 5 (Corporate Social Responsibility) - Mandatory
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.

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

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

Special Term 1 - The Buyer is only liable to reimburse the Supplier for any expense or any disbursement which is

- (i) specified in this Contract or*
- (ii) which the Buyer has Approved prior to the Supplier incurring that expense or that disbursement. The Supplier may not invoice the Buyer for any other expenses or any other disbursements*

(iii) any T&S expenses should comply with VOA T&S policy rates and have to be approved by the Buyer in advance of any bookings.

Call-off start date: 25th of April 2022

Call-off expiry date: 25th of July 2022

Call-off initial period: 3 months. The Buyer may extend or vary this agreement if required.

Call-off deliverables: As per Buyer's Specification and Supplier's Tender submission

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



BRR%20CC%20Speci
fication%20VOA2021

Security

Short 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 3 months Charges used to calculate liability in the contract term are:

£600,000 Estimated 3 months Charges of the Contract.

Call-off charges

Option A: Insert the Charges for the Deliverables

Supplier's Tender Submission including tender bid clarification emails:



VOA2021050 - BRR RE_ VOA and C&C Updated CVs_ VOA
CC - Baringa Partners Tender_ Commercial and C&C Tender_ Cor

Charges for the Deliverables based on Tender Bid clarification on 21st of March 2022:

Resource	Role	Rate (/day)	Typical effort (days)	Cost (excluding VAT)
[REDACTED]				
			TOTAL:	£393,540

Reimbursable expenses

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

Payment method

Payments will be made via an electronic payments system, SAP Ariba P2P (MYBuy). Invoices should be provided for each milestone within one month of agreement of deliverables and sent to [REDACTED] copying in the contract manager (including the purchase order provided). Payments will be made into the bank account provided by the supplier.

Buyer's invoice address

FINANCIAL TRANSPARENCY OBJECTIVES

The Financial Transparency Objectives apply to this Call-Off Contract.

Buyer's authorised representative

Buyer's security policy

<https://www.gov.uk/government/organisations/valuation-office-agency/about>

Supplier's authorised representative

Partner

Supplier's contract manager

[REDACTED]

Progress report frequency

Weekly

Progress meeting frequency

Weekly / As requested

Key staff

N/A

Key subcontractor(s)

N/A

Commercially sensitive information

N/A (all work done on VOA laptops)

Service credits

N/A

Additional insurances

N/A

Guarantee

N/A

Buyer's environmental and social value policy

<https://www.gov.uk/government/organisations/valuation-office-agency/about>


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: 

Name: 

Role: Partner

Date: 6/4/2022

For and on behalf of the Buyer:

Signature: 

Name: 

Role: NDR Reforms - Programme Director

Date: 12/04/2022