# Crown Commercial Service

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#  Call-Off Order Form for RM6187 Management Consultancy Framework Three (MCF3)

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## TENDER NUMBER: 703319452

**CONTRACT TITLE:** **SPECIALIST SUPPORT FOR PROCESS LEANING**

##

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

## Order Form

Call-off tender reference: 703319452

The buyer: Defence Infrastructure Organisation, Ministry of Defence.

Buyer address: Defence Infrastructure Organisation,

 Delancey Building,

Marlborough Lines,

Andover,

Hampshire,

SP11 8HJ

The supplier: AECOM Limited

Supplier address:Aldgate Tower,

2 Leman Street,

London,

Greater London

E1 8FA

Registration number:01846493

DUNS number: 225157072

Sid4gov id:

###

### **Applicable framework contract**

This Order Form is for the provision of the Call-Off Deliverables and dated 06/04/2022.

It is issued under the Framework Contract with the reference number RM6187 for the provision of management consultancy services, under **Lot 1.**

### **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 cannot be used. 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) RM6187
3. The following Schedules in equal order of precedence.

Joint Schedules for RM6187 Management Consultancy Framework 3:

* + Joint Schedule 1 (Definitions)
	+ Joint Schedule 2 (Variation Form)
	+ Joint Schedule 3 (Insurance Requirements)
	+ Joint Schedule 4 (Commercially Sensitive Information)
	+ Joint Schedule 5 (Corporate Social Responsibility)
	+ Joint Schedule 6 (Key Subcontractors)
	+ Joint Schedule 7 (Financial Difficulties)
	+ Joint Schedule 8 (Guarantee)
	+ Joint Schedule 9 (Minimum Standards of Reliability)
	+ Joint Schedule 10 (Rectification Plan)
	+ Joint Schedule 11 (Processing Data

Call-Off Schedules:

* + Call-Off Schedule 1 (Transparency Reports)
	+ Call-Off Schedule 3 (Continuous Improvement)
	+ Call-Off Schedule 5 (Pricing Details)
	+ Call-Off Schedule 6 (ICT Services)
	+ 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 12 (Clustering)
	+ 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 16 (Benchmarking)
	+ Call-Off Schedule 17 (MOD Terms)
	+ Call-Off Schedule 18 (Background Checks)
	+ Call-Off Schedule 20 (Call-Off Specification)

Call off Terms:

CCS Core Terms (version 3.0.7)

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:

Where there is a discrepancy between a Defence Condition (DEFCON) and a CCS term, the DEFCON will be used.

These are available through <https://www.gov.uk/guidance/knowledge-in-defence-kid>

The following (DEFCONS) are incorporated into this Call-Off Contract:

* DEFCON 5J (Edn 18/11/16) - Unique Identifiers
* DEFCON 76 (Edn 06/21) - Contractors Personnel at Government Establishments
* DEFCON 501 (Edn 10/21) - Definitions And Interpretations
* DEFCON 503 (Edn 07/21) - Formal Amendments To Contract
* DEFCON 513 (Edn 07/21) - Value Added Tax
* DEFCON 514 (Edn 08/15) - Material Breach
* DEFCON 515 (Edn 06/21) - Bankruptcy And Insolvency
* DEFCON 516 (Edn 04/12) - Equality
* DEFCON 522 (Edn 11/17) - Payment And Recovery of Sums Due
* DEFCON 530 (Edn12/14) – Dispute Resolution (English Law)
* DEFCON 531 (Edn 09/21) - Disclosure Of Information
* DEFCON 534 (Edn 06/21) - Subcontracting And Prompt Payment
* DEFCON 537 (Edn 06/02) - Rights Of Third Parties
* DEFCON 538 (Edn 06/02) - Severability
* DEFCON 539 (Edn 08/13) - Transparency
* DEFCON 550 (Edn 02/14) - Child labour and Employment Law
* DEFCON 566 (Edn 10/20) - Change Of Control Of Contractor
* DEFCON 602B (Edn 12/16) - Quality Assurance Without Quality Plan
* DEFCON 642 (Edn 07/21) - Progress Meetings
* DEFCON 649 (Edn 12/16) - Vesting
* DEFCON 656A (Edn 08/16) - Termination for Convenience – Under £5M
* DEFCON 658 (Edn 09/21) - Cyber (Cyber Risk Profile for the contract – in accordance with the Guidance).
* DEFCON 659a (Edn 09/21) - Security Measures
* DEFCON 660 (Edn 12/15) - Official-Sensitive Security Requirements
* DEFCON 670 (Edn 02/17) - Tax Compliance
* DEFCON 703 (Edn 06/21) - Intellectual Property Rights
1. **Call off Deliverables**

Call-off start date: 31st May 2022

Call-off expiry date: 6 months after contract award

Call-off initial period: 6 months after contract award

Call-off deliverables are as follows:

| **Ser** | **Deliverable** | **Description** | **Date Due** |
| --- | --- | --- | --- |
| 1 | Process leaning prioritisation framework | A framework for identifying and prioritising processes for Lean transformation | By beginning of June 2022 or Within 4 weeks of Contract Award |
| 2 | Priority process metrics | Agreed baseline and target measures for each priority process candidate including methodology of how these will be continued to be monitored after leaning | Within 6 weeks of completion of Deliverable 1 |
| 3 | Lean priority processes | Deliver Lean transformations for the top priority process candidates, and document processes in the required DIO standards and placed on the DIO Process Repository |  Ongoing from completion of Deliverable 2 until Contract End  |
| 4 | Knowledge Transfer & Capability Development | Knowledge transfer materials and a defined capability development program with roadmap | Due 4 weeks before Contract End |

1. **Payment and charges.**

Maximum liability

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms. The Maximum Year 1 Charge used to calculate liability is Contract Value ex VAT.

Call-off charges

Option A: Total Contract value - £610,000.00 + VAT

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)

The Charges will not be impacted by any change to the Framework Prices. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of:

* Specific Change in Law
* Benchmarking using Call-Off Schedule 16 (Benchmarking)

Reimbursable expenses

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

Payment method

Electronic Purchasing - You must note that use of the Contracting, Purchasing and Finance (CP&F) electronic procurement tool is a mandatory requirement for any resultant contract awarded following this Tender. By submitting this Tender you agree to electronic payment. Please consult the service provider on connectivity options.