

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

## Order Form

CALL-OFF REFERENCE: **[REDACTED] - The Provision of Legal Services for MoJ Property Directorate**

THE BUYER: The Secretary of State for Justice

BUYER ADDRESS 102 Petty France, Westminster,  
London, SW1H 9AJ

THE SUPPLIER: Mills & Reeve LLP

SUPPLIER ADDRESS: 24 King William Street, London EC4R 9AT

REGISTRATION NUMBER: OC326165 (if registered)]

DUNS NUMBER: 219268914

SID4GOV ID: N/A

THE SUPPLIER'S  
SUB-CONTRACTOR:

**[REDACTED]**

### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 6<sup>th</sup> July 2023.

It's issued under the Framework Contract with the reference number Legal Services Panel RM6179 for the provision of legal advice and services.

CALL-OFF LOT(S):  
**Lot 1 – General Legal Advice and Services**

## 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) RM6179
3. Framework Special Terms
4. The following Schedules in equal order of precedence:
  - Joint Schedules for RM6179
    - Joint Schedule 2 (Variation Form)
    - Joint Schedule 3 (Insurance Requirements)
    - Joint Schedule 4 (Commercially Sensitive Information)
    - Joint Schedule 6 (Key Subcontractors)
    - Joint Schedule 10 (Rectification Plan)
    - Joint Schedule 11 (Processing Data)
    - Joint Schedule 12 (Supply Chain Visibility)
  - Call-Off Schedules for CON\_22493 - The Provision of Legal Services for MoJ Property Directorate
    - 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 7 (Key Supplier Staff)
    - Call-Off Schedule 20 (Call-Off Specification)
    - Call-Off Schedule 24 (Special Schedule)
5. CCS Core Terms (version 3.0.11)
6. Joint Schedule 5 (Corporate Social Responsibility) RM6179

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: 6<sup>th</sup> July 2023

CALL-OFF EXPIRY DATE: 5<sup>th</sup> July 2026

CALL-OFF INITIAL PERIOD: 36 months

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CALL-OFF OPTIONAL EXTENSION PERIOD: N/A

### WORKING DAY

Buyer guidance: Insert working day definition, if you require services on Saturday, Sunday or Public Holidays in England and Wales

Not required

### CALL-OFF DELIVERABLES

[REDACTED]

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

### MANAGEMENT OF CONFLICT OF INTEREST

Nothing additional to the CCS Core Terms (version 3.0.11).

### CONFIDENTIALITY

Nothing additional to the CCS Core Terms (version 3.0.11).

### IPR

Nothing additional to the CCS Core Terms (version 3.0.11).

### MAXIMUM LIABILITY

[REDACTED]

### CALL-OFF CHARGES

The total contract value shall be £4,811,119.76. The Authority is not committing to spend any amount of this approved budget through this contract

Option B: 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 and 5 in Framework Schedule 3 (Framework Prices)

### VOLUME DISCOUNTS

[REDACTED]

### REIMBURSABLE EXPENSES

[REDACTED]

### DISBURSEMENTS

[REDACTED]

### ADDITIONAL TRAINING CHARGE

[REDACTED]

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**SECONDMENT CHARGE**

None

**PAYMENT METHOD**

**[REDACTED]**

**BUYER'S INVOICING ADDRESS:**

**[REDACTED]**

APINVOICES-MOJ-U@GOV.SSCL.COM

**BUYER'S AUTHORISED REPRESENTATIVE**

**[REDACTED]**

**BUYER'S ENVIRONMENTAL POLICY**

Available on request

**BUYER'S SECURITY POLICY**

Available on request

**BUYER'S ICT POLICY**

Available on request

**SUPPLIER'S AUTHORISED REPRESENTATIVE**

**[REDACTED]**

**SUPPLIER'S CONTRACT MANAGER**

**[REDACTED]**

**PROGRESS REPORT**

Not required

**PROGRESS REPORT FREQUENCY**

Not required

**PROGRESS MEETINGS AND PROGRESS MEETING FREQUENCY**

**[REDACTED]**

**KEY STAFF**

**[REDACTED]**

**KEY SUBCONTRACTOR(S)**

**[REDACTED]**

**COMMERCIALLY SENSITIVE INFORMATION**

See Supplier's Commercially Sensitive Information

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### SERVICE CREDITS

Not applicable

### ADDITIONAL INSURANCES

Lot 1 Suppliers are required to have £10m Professional Indemnity Insurance

### 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 established at Framework level.

### SCHEDULES:

Call-Off Schedules:

[REDACTED]

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	[REDACTED]	Signature:	[REDACTED]
Name:	[REDACTED]	Name:	[REDACTED]
Role:	[REDACTED]	Role:	[REDACTED]
Date:	[REDACTED]	Date:	[REDACTED]

