



Crown
Commercial
Service

RM6168: Estate Management Services Order Form Template

Guidance:

This Order Form, when completed and executed by both Parties, forms a Call-Off Contract from as outlined in section 4.3 of Framework Schedule 1 and Annex A of Framework Schedule 1 only.

You can complete and execute a Call-Off Contract by using an equivalent document or electronic purchase order system. If an electronic purchasing system is used, the text below must be copied into the electronic order form.

You must complete Part 1 of the Order Form Template to provide the information needed to populate a Call-Off Contract. Part 2 of the Order Form Template incorporates documents into the Call-Off Contract to create a complete set of terms. Part 2 also makes choices for some elections which are required to create a complete set of terms in a way that CCS expects to be most appropriate for Call-Off Contracts created using this Order Form.

If you want to add or amend any aspect of any of the terms or elections incorporated into the Call-Off Contract by Part 2 of this Order Form, you must use the box below marked "Call-Off Special Terms". Call-Off Special Terms rank ahead of the incorporated terms and elections.

You must complete Annex 1 - Processing Personal Data as part of completing the Order Form.

Order Form Template

This Order Form is for direct awards for the provision of the Deliverables which form part Framework Contract RM6168:

Part 1: Buyer and Supplier to complete

Buyer Name	MINISTRY OF DEFENCE
Buyer Contact	Redacted under FOAI Section 40 – Personal Information
Buyer Address	Innsworth House Room G 18, Imjin Barracks Gloucester, GL3 1HW
Buyer's Authorised Representative	Redacted under FOAI Section 40 – Personal Information
Buyer's Data Protection Officer	Not Applicable
Buyer's Environmental Policy	Not Applicable
Buyer's Security Policy	As per Core Terms.
Security Representative of the Buyer	Redacted under FOAI Section 40 – Personal Information

Supplier Name	GERALD EVE
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Supplier Contact	Redacted under FOAI Section 40 – Personal Information
Supplier Address	One Fitzroy 6 Mortimer Street London, W1T 3JJ
DUNS Number	21-134-3773
SID4GOV ID	1612455897
Payment Method	EPC
Supplier's Authorised Representative	Redacted under FOAI Section 40 – Personal Information
Supplier's Contract Manager	Redacted under FOAI Section 40 – Personal Information
Supplier's Data Protection Officer	Redacted under FOAI Section 40 – Personal Information
Security Representative of the Supplier	Redacted under FOAI Section 40 – Personal Information
Commercially Sensitive Information	Site location and production should be handled.

Framework Ref	RM6168
Call-Off Lot	Lot 2
Estate Management Services	
Call-Off (Order) Ref	712384451
Call-Off (Order) Date	19/06/2024
Call-Off Charges	As per fee proposal and rate in Annex B
Call-Off Start Date	19/06/2024
Call-Off Expiry Date	The day falling 1 month after the Call-Off Start Date.
Extension Period	1 Month.
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 £28,900.00 (ex VAT)
Progress Report Frequency	Redacted under FOAI Section 43– Commercial Interest
Progress Meeting Frequency	Not Applicable.

CALL-OFF INCORPORATED TERMS

The documents listed in Part 2 of the Order Form under the heading “Call-Off Incorporated Terms” are incorporated into this Call-Off Contract and the order of precedence listed. Where numbers are missing those schedules are not incorporated into the Call-Off Contract.

No other Supplier terms are part of the Call-Off Contract. This includes any terms that have either been written on the back of, or added to, this Order Form, or presented to the Buyer at the time of Delivery.

DELIVERABLES

The requirement
Redacted under FOAI Section 43– Commercial Interest

PERFORMANCE OF THE DELIVERABLES

Key Staff
Not Applicable
Key Subcontractors
All subcontractors accessing site to be approved by the Authority.

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	Redacted under FOAI Section 40 – Personal Information	Signature:	Redacted under FOAI Section 40 – Personal Information
Name:	Redacted under FOAI Section 40 – Personal Information	Name:	Redacted under FOAI Section 40 – Personal Information
Role:	Partner – Building Consultancy	Role:	Commercial Business Partner
Date:	19.06.2024	Date:	12.08.2024

Part 2 – Other Applicable Terms

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.
2. Joint Schedule 1 (Definitions and Interpretation) **RM6168**
3. Framework Special Terms
4. The following Schedules in equal order of precedence:

Joint Schedules for RM6168

- Joint Schedules for **RM6168**
- Joint Schedule 3 (Insurance Requirements)
- Joint Schedule 7 (Financial Difficulties)
- Joint Schedule 8 (Guarantee)
- Joint Schedule 10 (Rectification Plan)
- Joint Schedule 11 (Processing Data)

Call-Off Schedules for RM6168

- Order Form- Template-Short-Form
 - Call-Off Schedule 9 (Security)
 - Call-Off Schedule 20 (Call-Off Specification)
5. CCS Core Terms (version 3.0.10)
 6. Joint Schedule 5 (Corporate Social Responsibility) **RM6168**

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.

SECURITY

Call-Off Schedule 9 – Short Form Security

REIMBURSABLE EXPENSES

None

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

SOCIAL VALUE COMMITMENT

Not applicable.

Note: The Buyer will update this Order Form to reflect whether or not a guarantee is required once the identity of the Supplier is known. That will depend on whether the availability of guarantees for Call-Off Contracts is a condition of the Supplier being awarded a Framework Contract.