



Crown
Commercial
Service

Digital Outcomes and Specialists 5 (RM1043.7)

Framework Schedule 6 (Order Form)

Version 2

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IPIC Business Rules Support Service Order Form

Call-Off Reference: C24252

Call-Off Title: IPIC Business Rules Support Services

Call-Off Contract Description: The IPIC (Identify and Prioritise Immigration Cases) Business Rules project is a service that allows the Home Office to recommend and prioritise interventions which gives the business central oversight whilst delivering efficiencies.

The Buyer: The Home Office

Buyer Address:

The Supplier: BJSS Limited

Supplier Address:

Registration Number:

DUNS Number:

Statement of Work
 IPIC Business Rules Support Service
 SID4GOV ID: N/A

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Applicable Framework Contract

This Order Form is for the provision of the Call-Off Deliverables and dated 28 March 2023. It's issued under the Framework Contract with the reference number RM1043.7 for the provision of Digital Outcomes and Specialists Deliverables.

The Parties intend that this Call-Off Contract will not, except for the first Statement of Work which shall be executed at the same time that the Call-Off Contract is executed, oblige the Buyer to buy or the Supplier to supply Deliverables.

The Parties agree that when a Buyer seeks further Deliverables from the Supplier under the Call-Off Contract, the Buyer and Supplier will agree and execute a further Statement of Work (in the form of the template set out in Annex 1 to this Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules).

Upon the execution of each Statement of Work it shall become incorporated into the Buyer and Supplier's Call-Off Contract.

Call-Off Lot

Lot 1: Digital Outcomes

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) RM1043.7
- 3 Framework Special Terms
- 4 The following Schedules in equal order of precedence:
 - Joint Schedules for RM1043.7 ○ 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) RM1043.7
 - Call-Off Schedules for RM1043.7 ○ Call-Off Schedule 1 (Transparency Reports) ○ Call-Off Schedule 2 (Staff Transfer) ○ Call-Off Schedule 3 (Continuous Improvement) ○ Call-Off Schedule 5 (Pricing Details and Expenses Policy)
 - Call-Off Schedule 6 (Intellectual Property Rights and Additional Terms on Digital Deliverables) ○ Call-Off Schedule 7 (Key Supplier Staff) ○ Call-Off Schedule 8 (Business Continuity and Disaster Recovery) ○ Call-Off

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Schedule 9 (Security) ○ Call-Off Schedule 10 (Exit Management) ○ Call-Off
Schedule 13 (Implementation Plan and Testing) ○ Call-Off Schedule 14
(Service Levels and Balanced Scorecard) ○ Call-Off Schedule 15 (Call-Off
Contract Management) ○ Call-Off Schedule 16 (Benchmarking) ○ Call-Off
Schedule 20 (Call-Off Specification) ○ Call-Off Schedule 25 (Ethical Walls
Agreement) ○ Call-Off Schedule 26 (Cyber Essentials Scheme)

- 5 CCS Core Terms (version 3.0.9)
- 6 Joint Schedule 5 (Corporate Social Responsibility) RM1043.7
- 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.

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: 1 April 2023

Call-Off Expiry Date: 31 March 2025

Call-Off Initial Period: Two (2) years

Call-Off Optional Extension Period: Six (6) months

Minimum Notice Period for Extensions: Three (3) months

Call-Off Contract Value: £8,500,000

Call-Off Deliverables

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

Buyer's Standards

From the Start Date of this Call-Off Contract, the Supplier shall comply with the relevant (and current as of the Call-Off Start Date) Standards referred to in Framework Schedule 1 (Specification). The Buyer requires the Supplier to comply with the following additional Standards for this Call-Off Contract:

The technical standards required for this Call-Off Contract are:

- Home Office Digital, Data and Technology Strategy:
 - [Home Office Digital, Data and Technology Strategy 2024](#)
- Government Service Design Manual: ○ [Service Manual - GOV.UK \(www.gov.uk\)](#)
- HMG Security Policy Framework: ○ [Security policy framework: protecting government assets - GOV.UK \(www.gov.uk\)](#)
- NCSC Advice and Guidance: ○ [All topics - NCSC.GOV.UK](#)

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All work will be undertaken by suitably qualified and sufficiently skilled resources, who will operate in accordance with industry accepted standards of good professional practice. Where applicable, all Supplier resources will hold suitable and verifiable appropriate level of security clearance prior to commencing work delivering this service. The Buyer will inform the Supplier of the individual personnel security level requirements during Service delivery.

Cyber Essentials Scheme

The Buyer requires the Supplier, in accordance with Call-Off Schedule 26 (Cyber Essentials Scheme) to provide a Cyber Essentials Certificate prior to commencing the provision of any Deliverables under this Call-Off Contract.

Maximum Liability

[REDACTED]

Call-Off Charges

[REDACTED]

Reimbursable Expenses

[REDACTED]

Payment Method

[REDACTED]

Buyer's Invoice Address

[REDACTED]

Buyer's Authorised Representative

[REDACTED]

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Buyer’s Environmental Policy

available online at: [Cabinet Office environmental policy statement - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

Buyer’s Security Policy

Appended at Call-Off Schedule 9 (Security).

Supplier’s Authorised Representative

[Redacted]
[Redacted]

Supplier’s Contract Manager [Redacted]

[Redacted]
[Redacted]
[Redacted]

Progress Report Frequency

On the first Working Day of each calendar month, or as agreed by the Parties.

Progress Meeting Frequency

See Contract Management & Governance and Supplier Management in the Requirements, or as may be agreed by the Parties.

Key Staff Not

used.

Key Subcontractor(s)

[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]

Commercially Sensitive Information

Commercial pricing including the rate card.

Balanced Scorecard

See Call-Off Schedule 14 (Service Levels and Balanced Scorecard)

Material KPIs

[Redacted]		
[Redacted]	[Redacted]	[Redacted]
[Redacted]		

Additional Insurances

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[Redacted]

Guarantee

[Redacted]

Social Value Commitment

[Redacted]

Statement of Works

[Redacted]

For and on behalf of the Supplier:

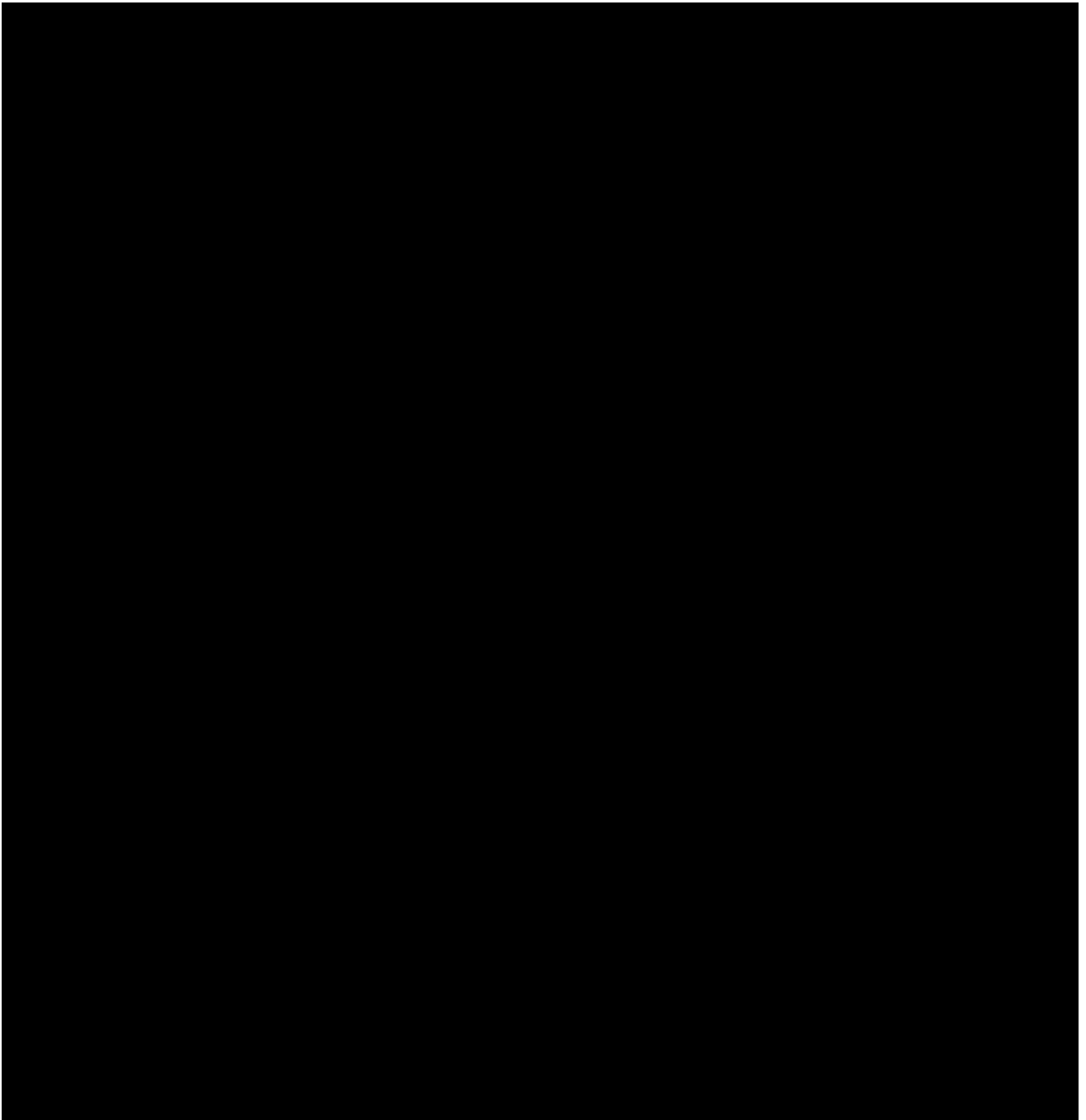
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For and on behalf of the Buyer:

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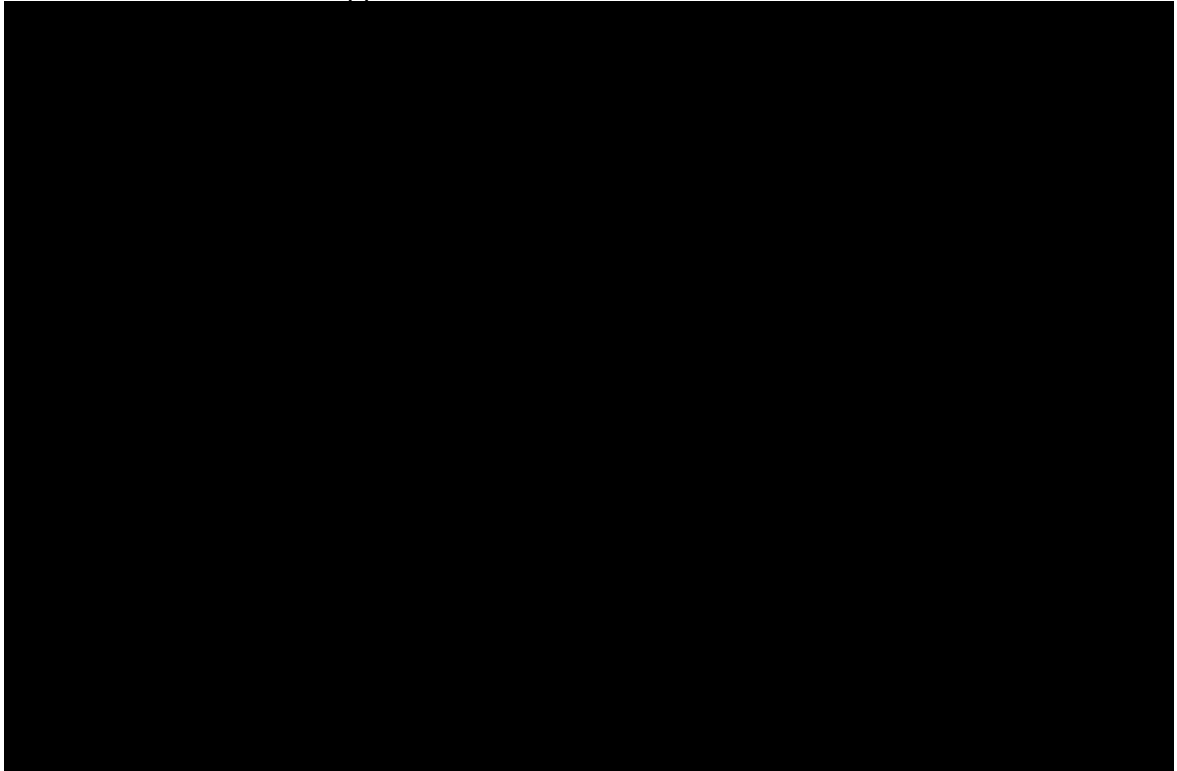
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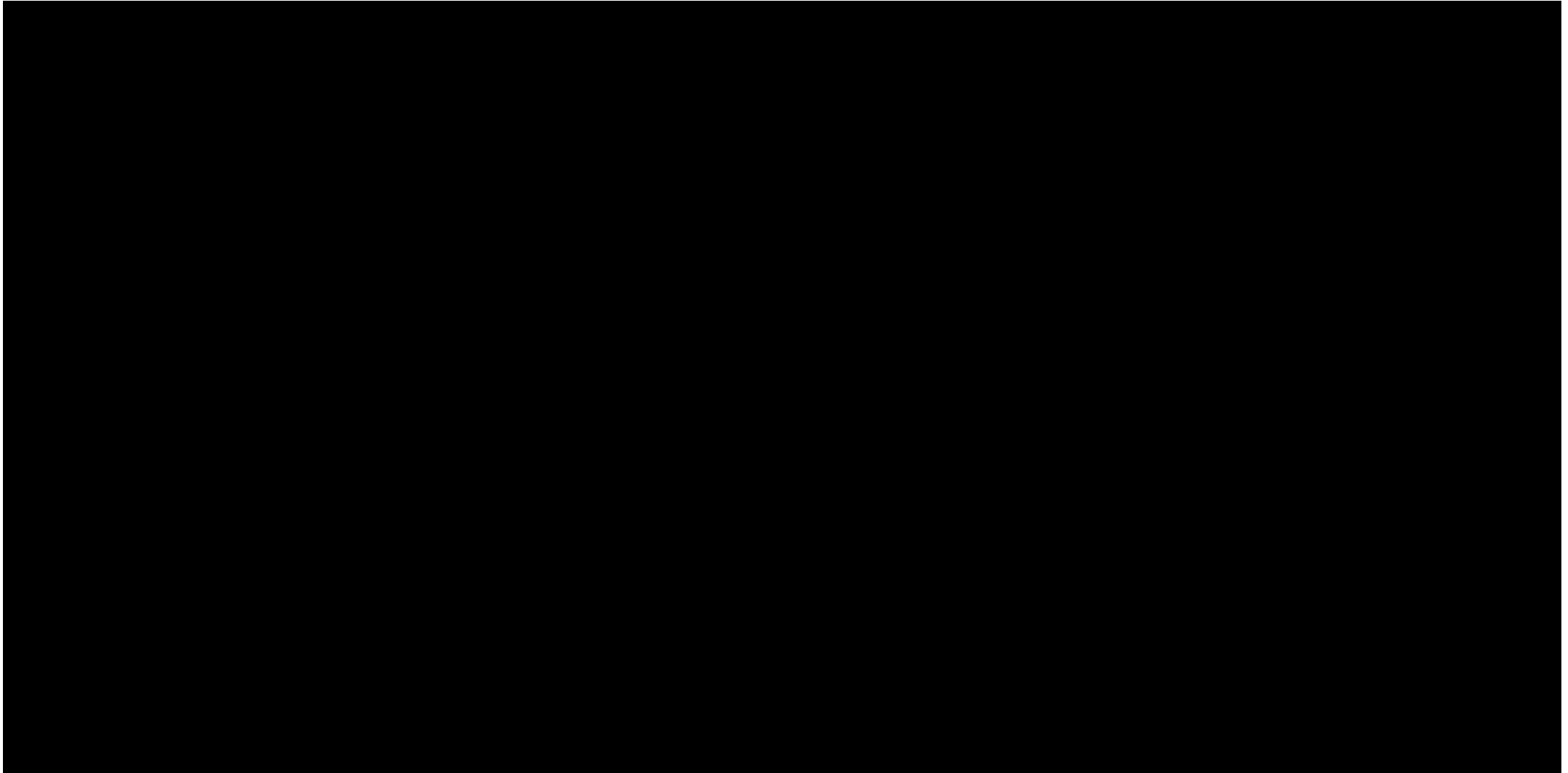
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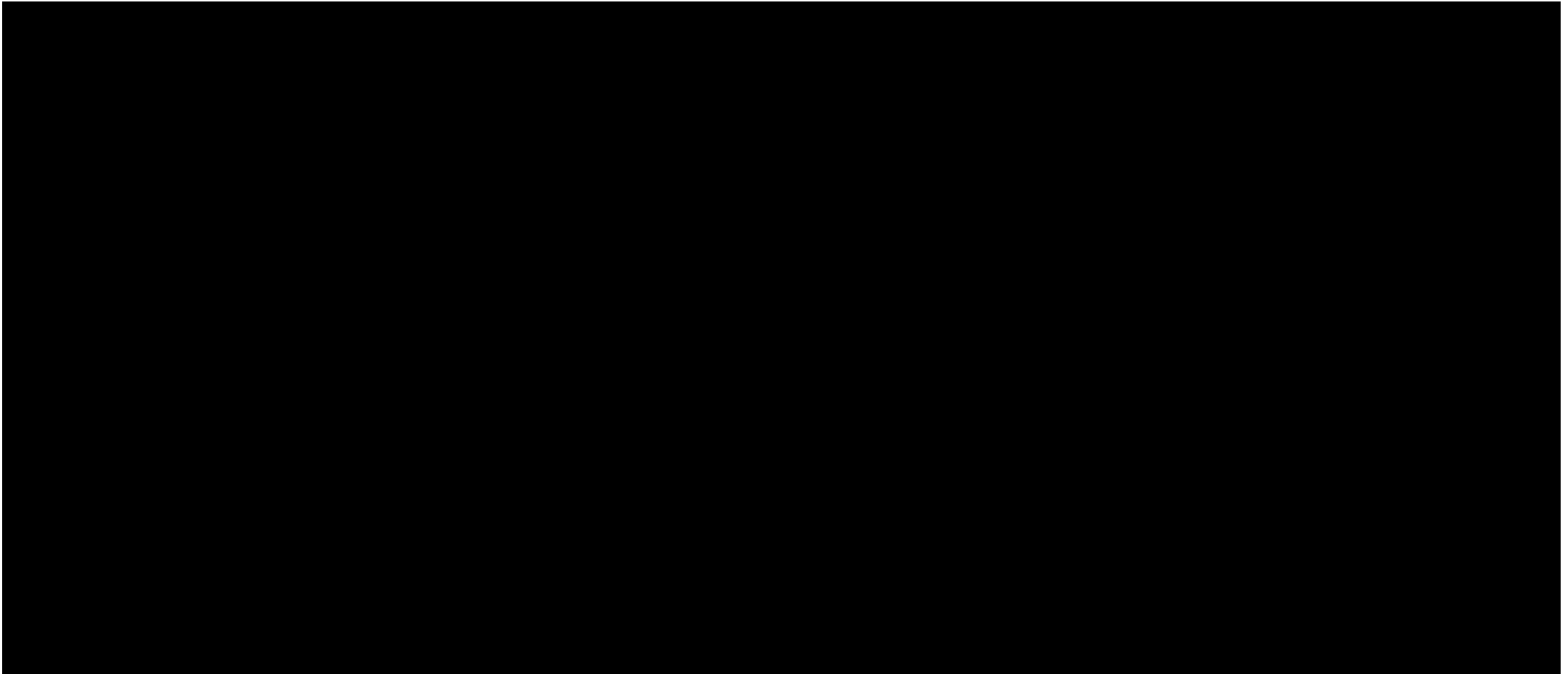
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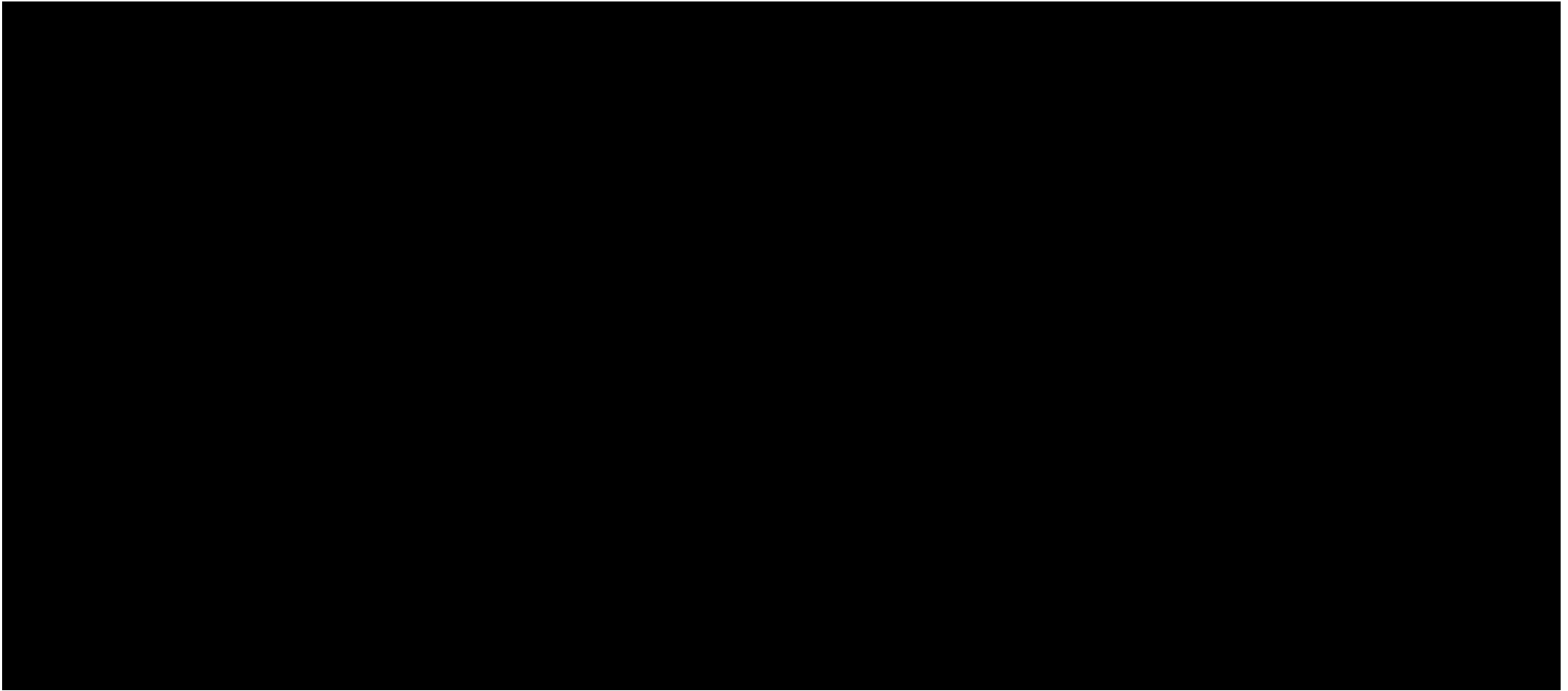
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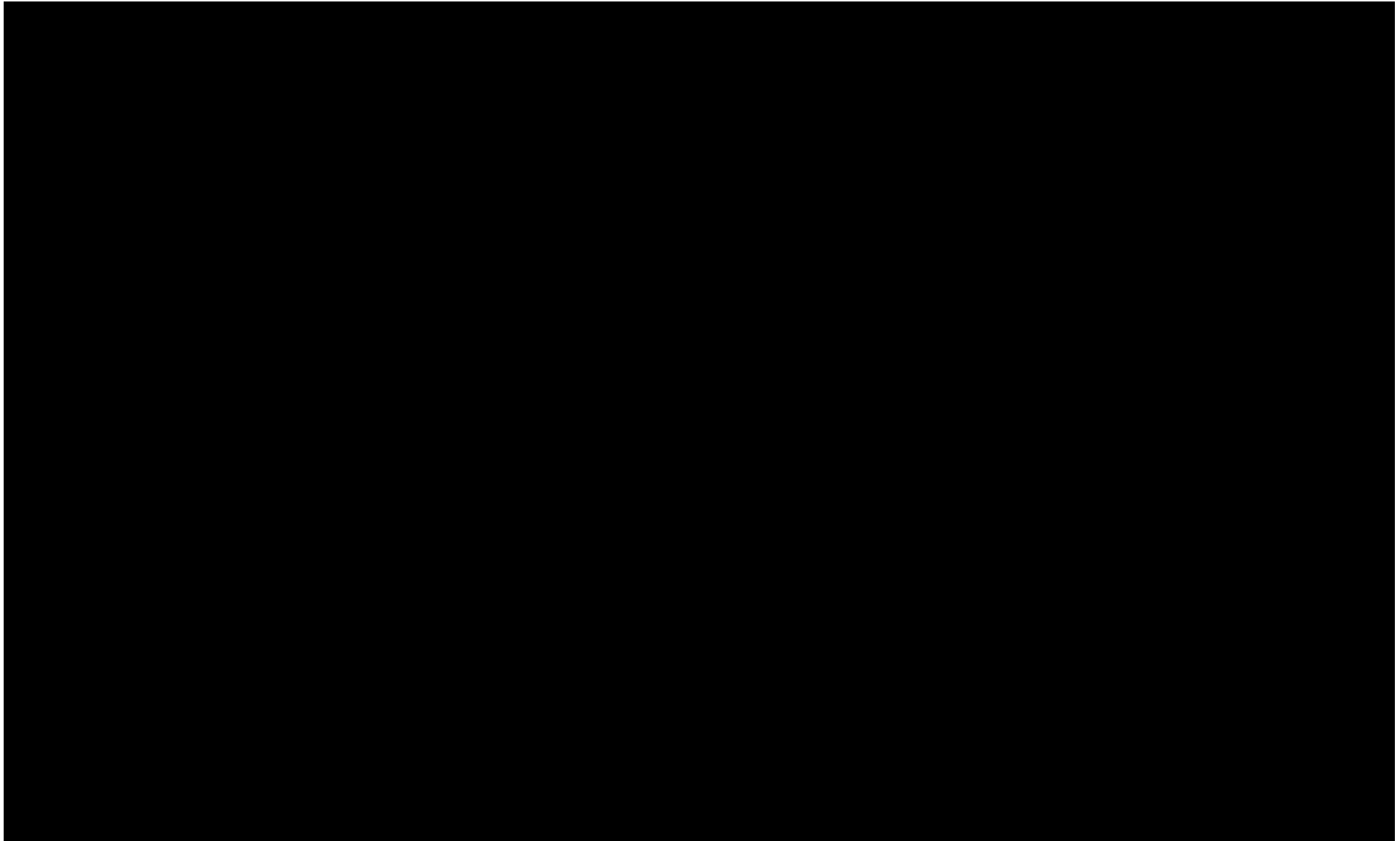
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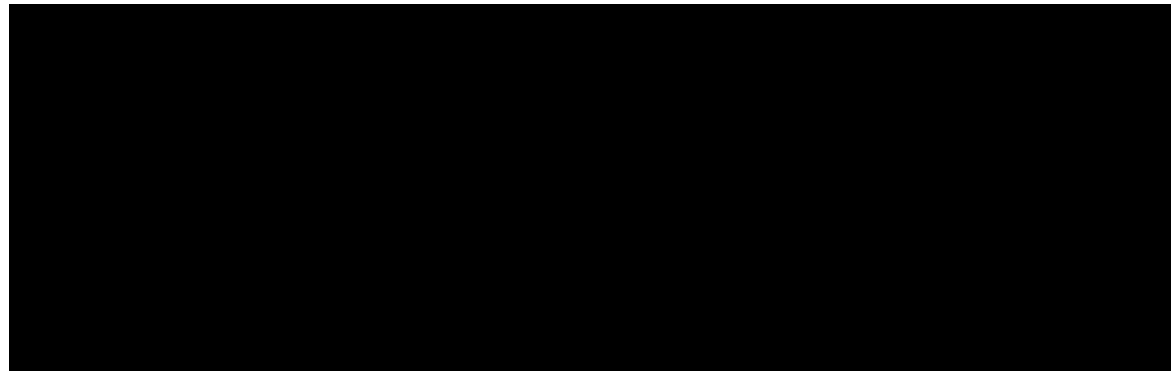
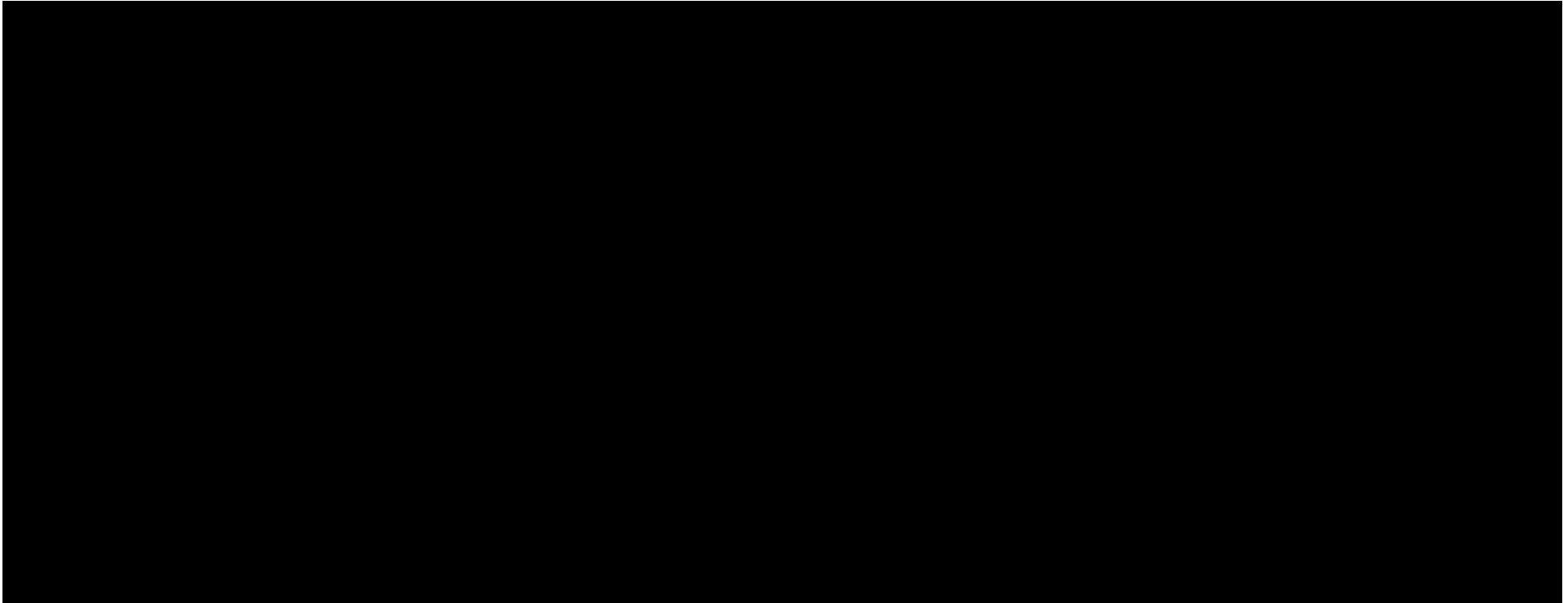
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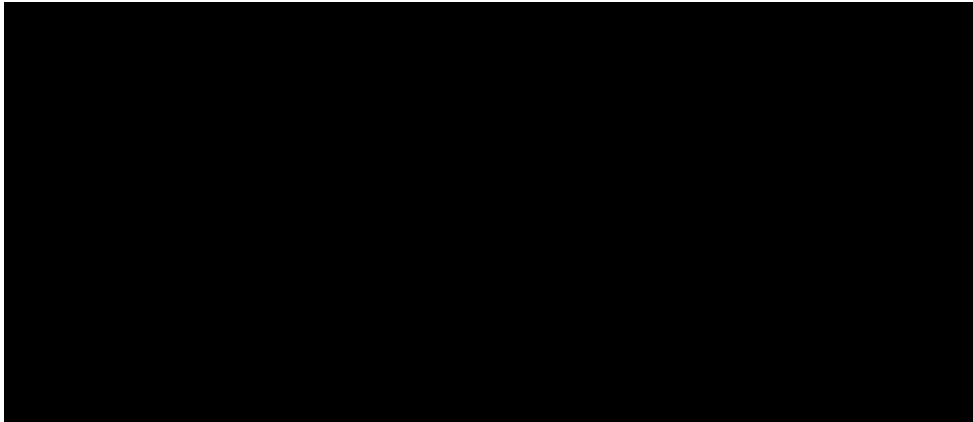
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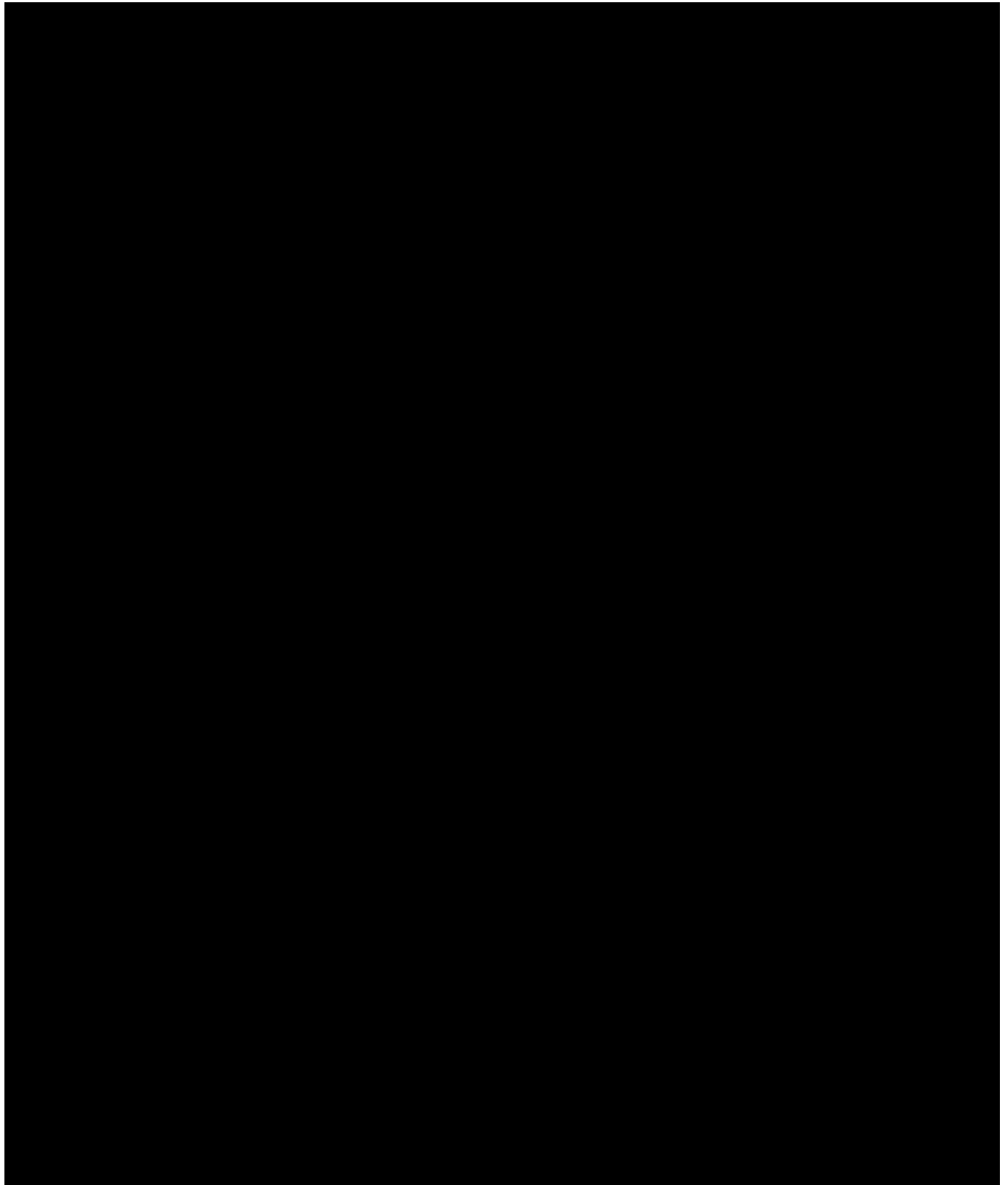


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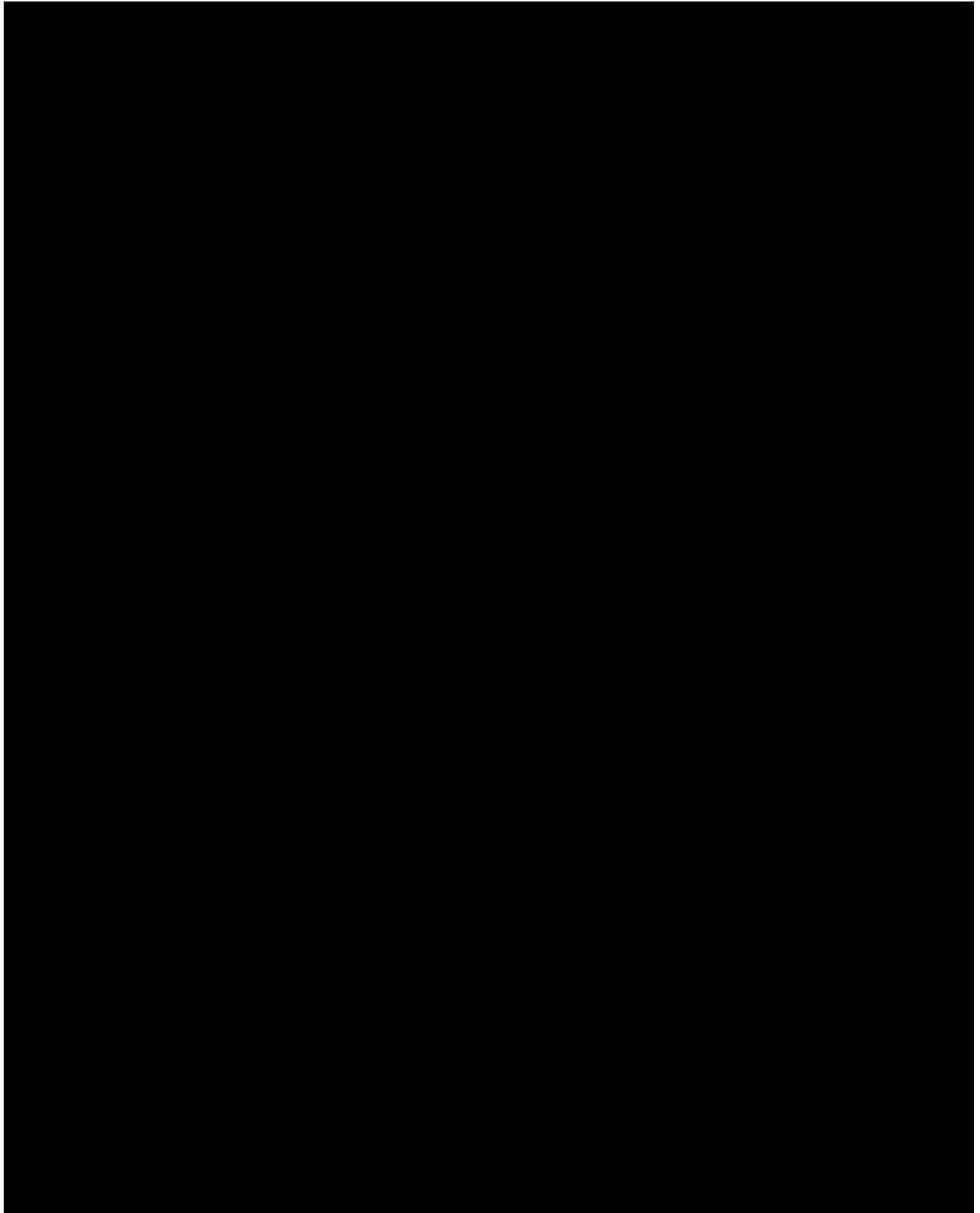
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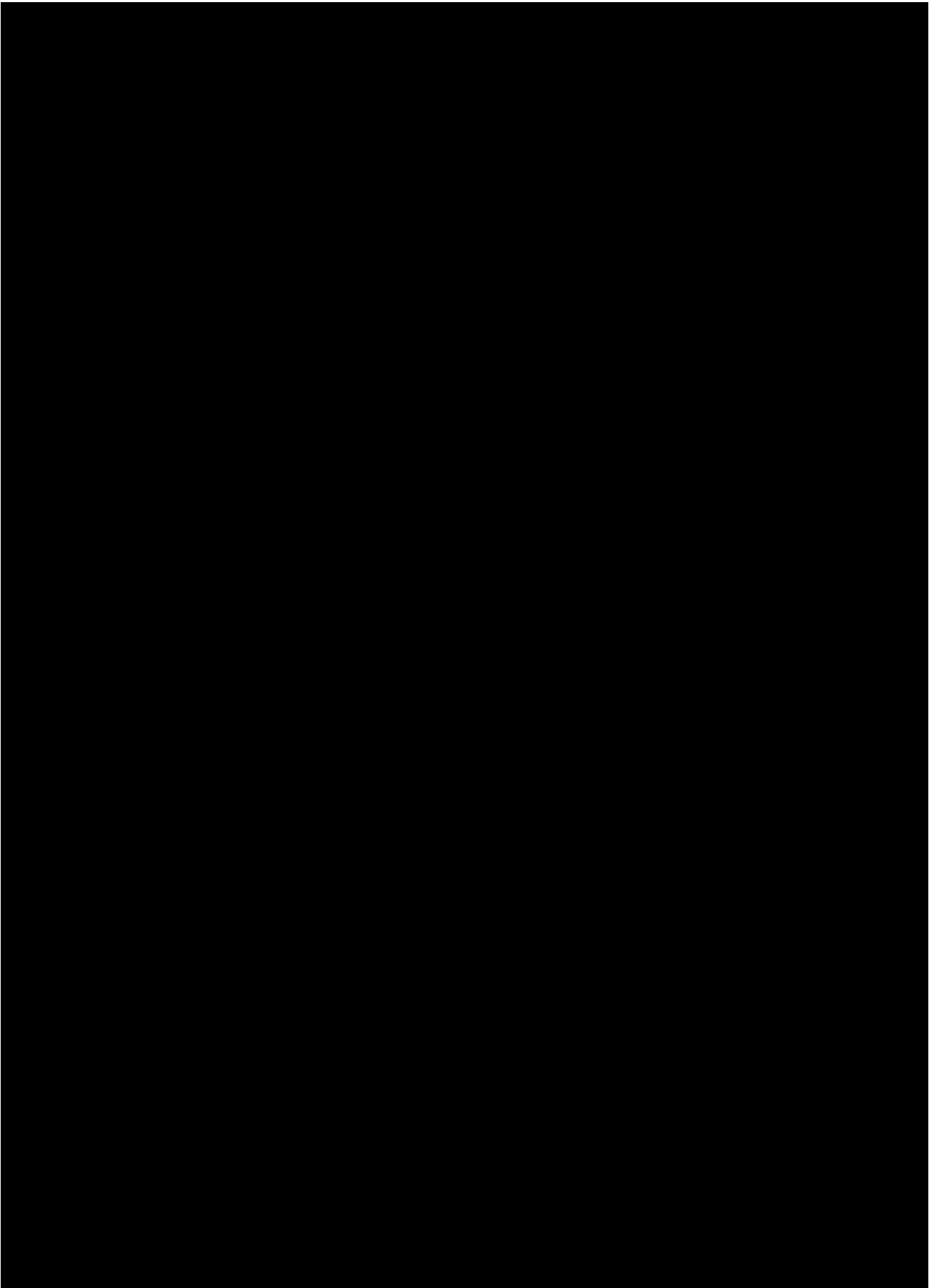
Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)



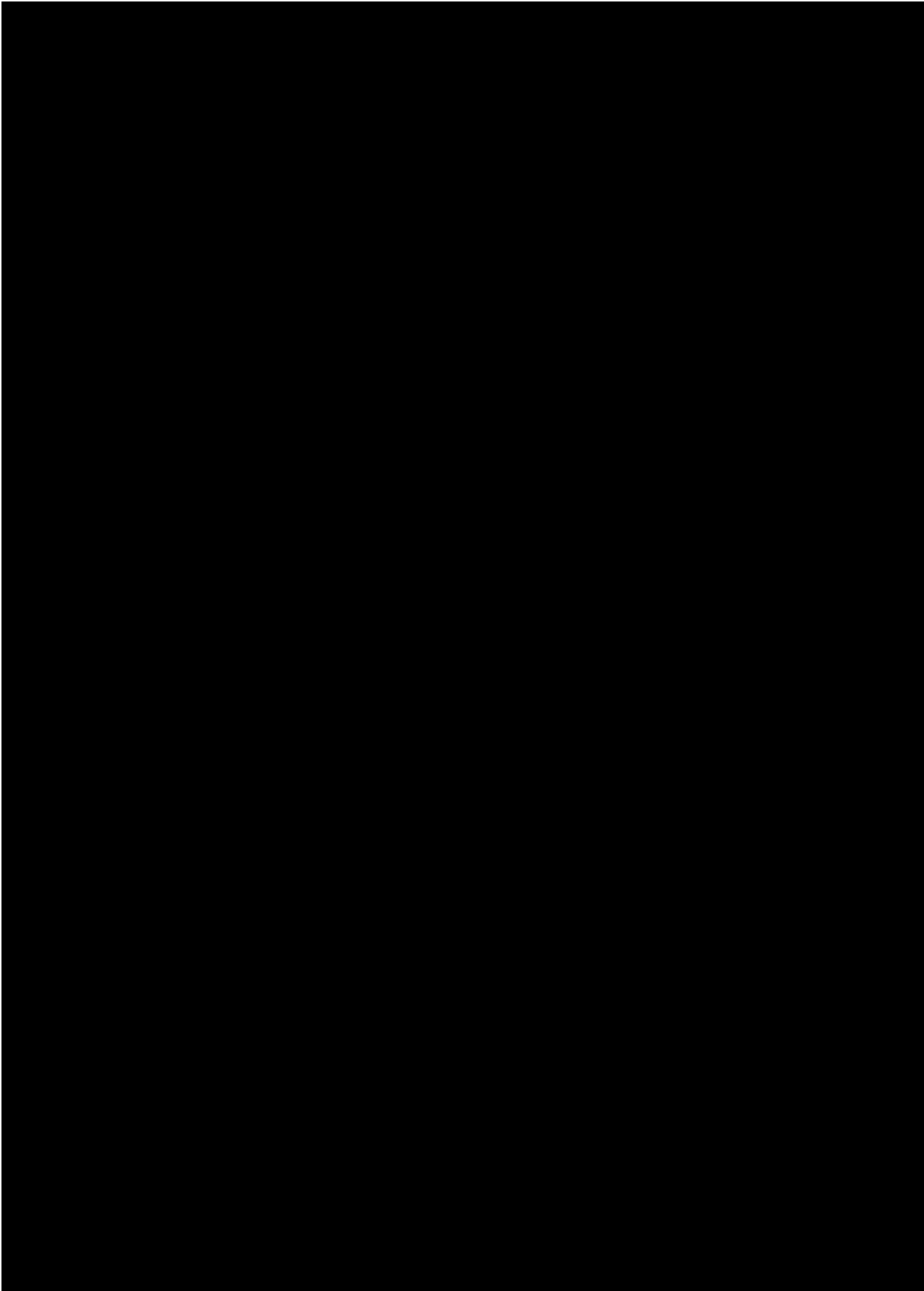
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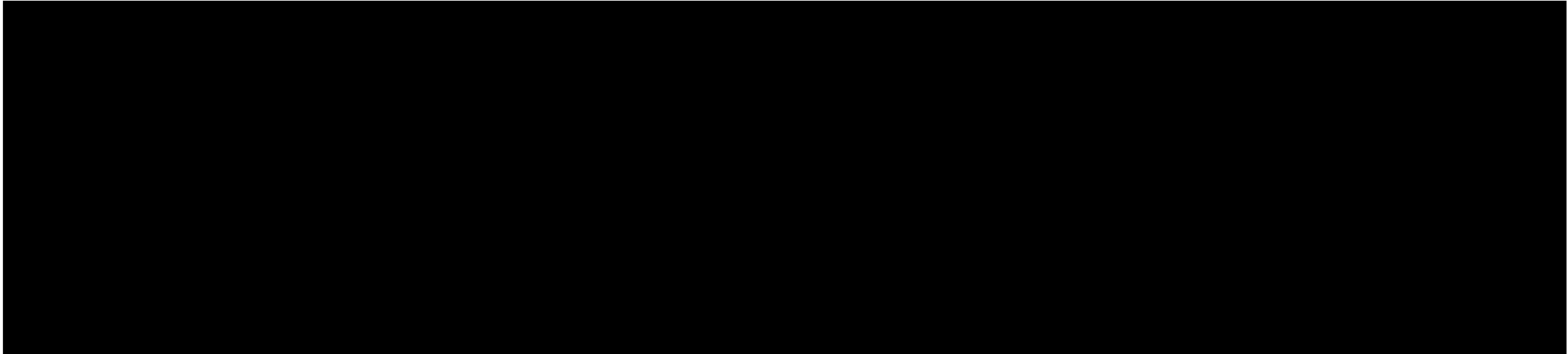
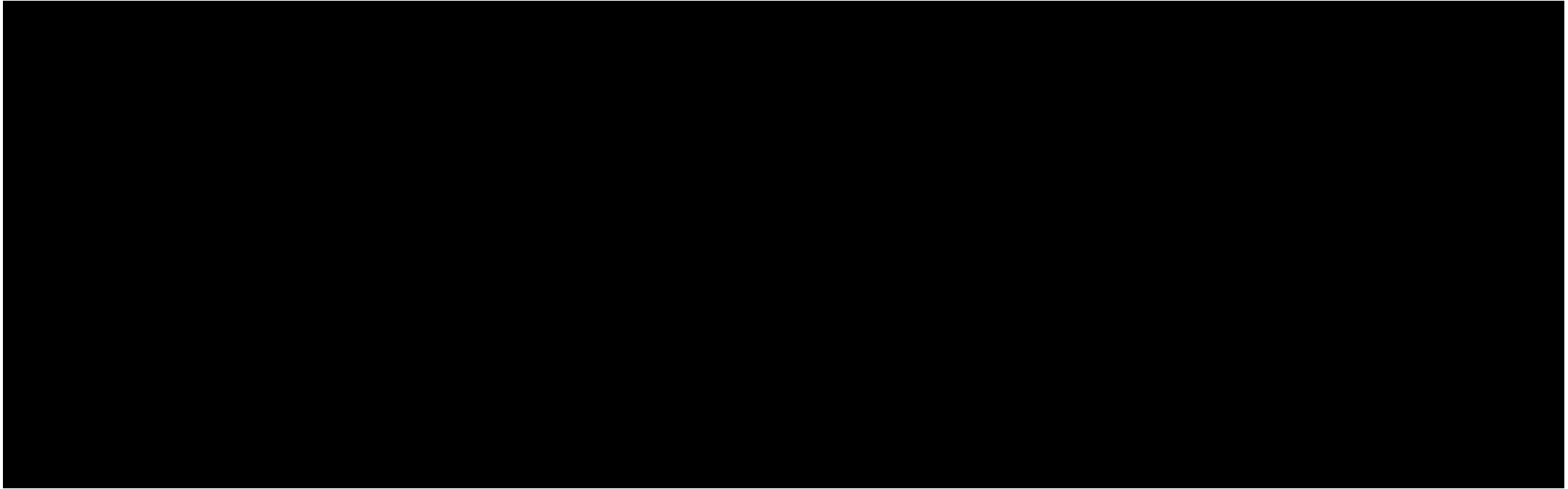
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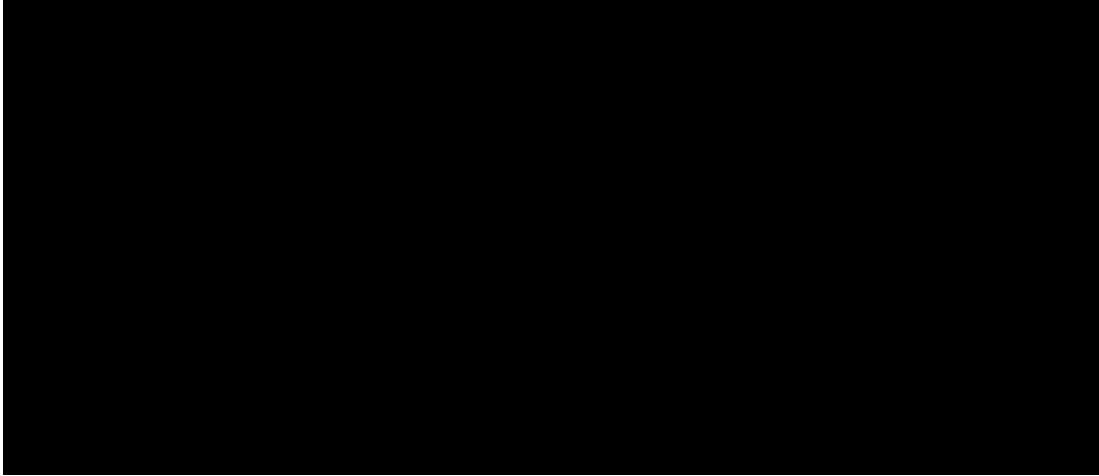
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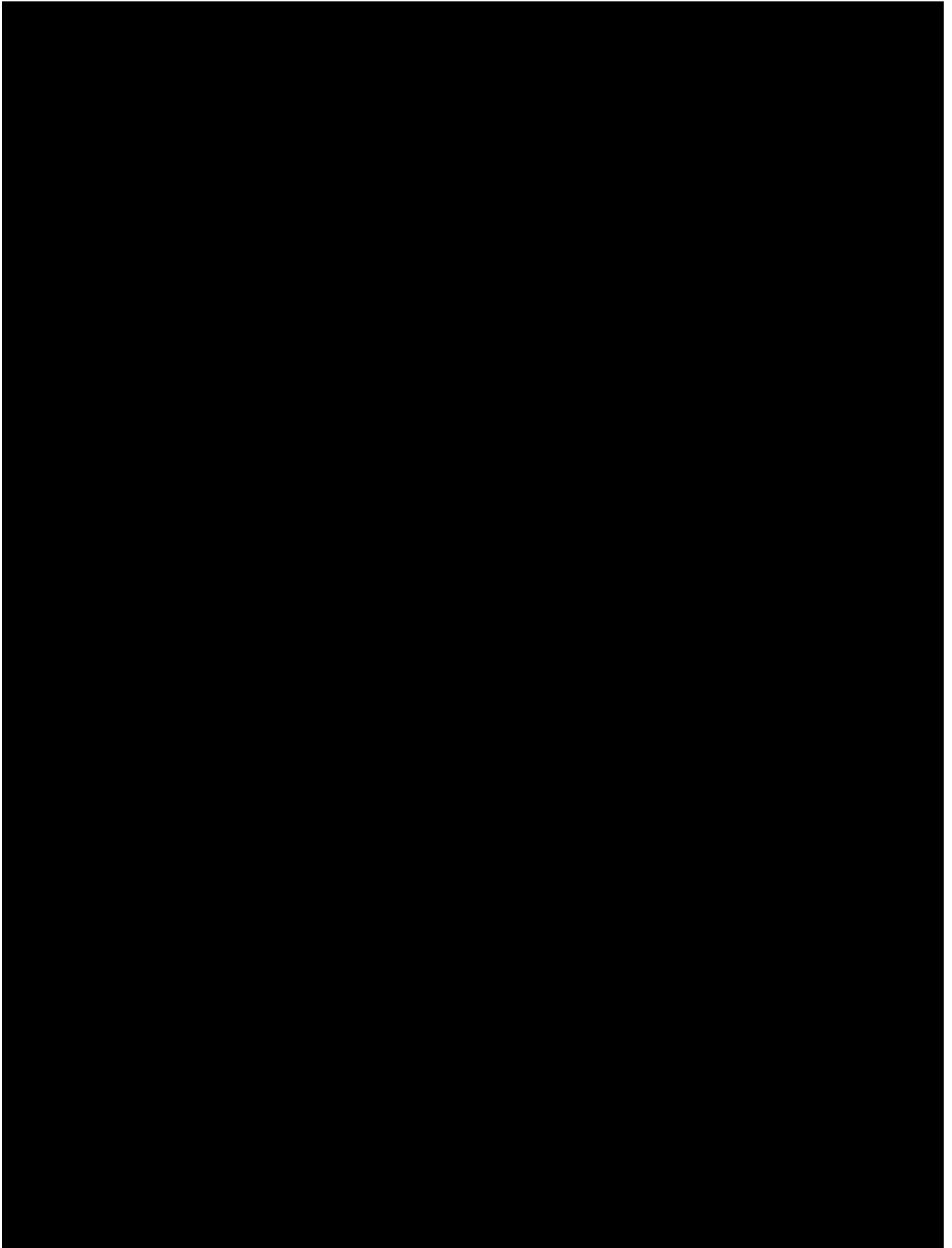
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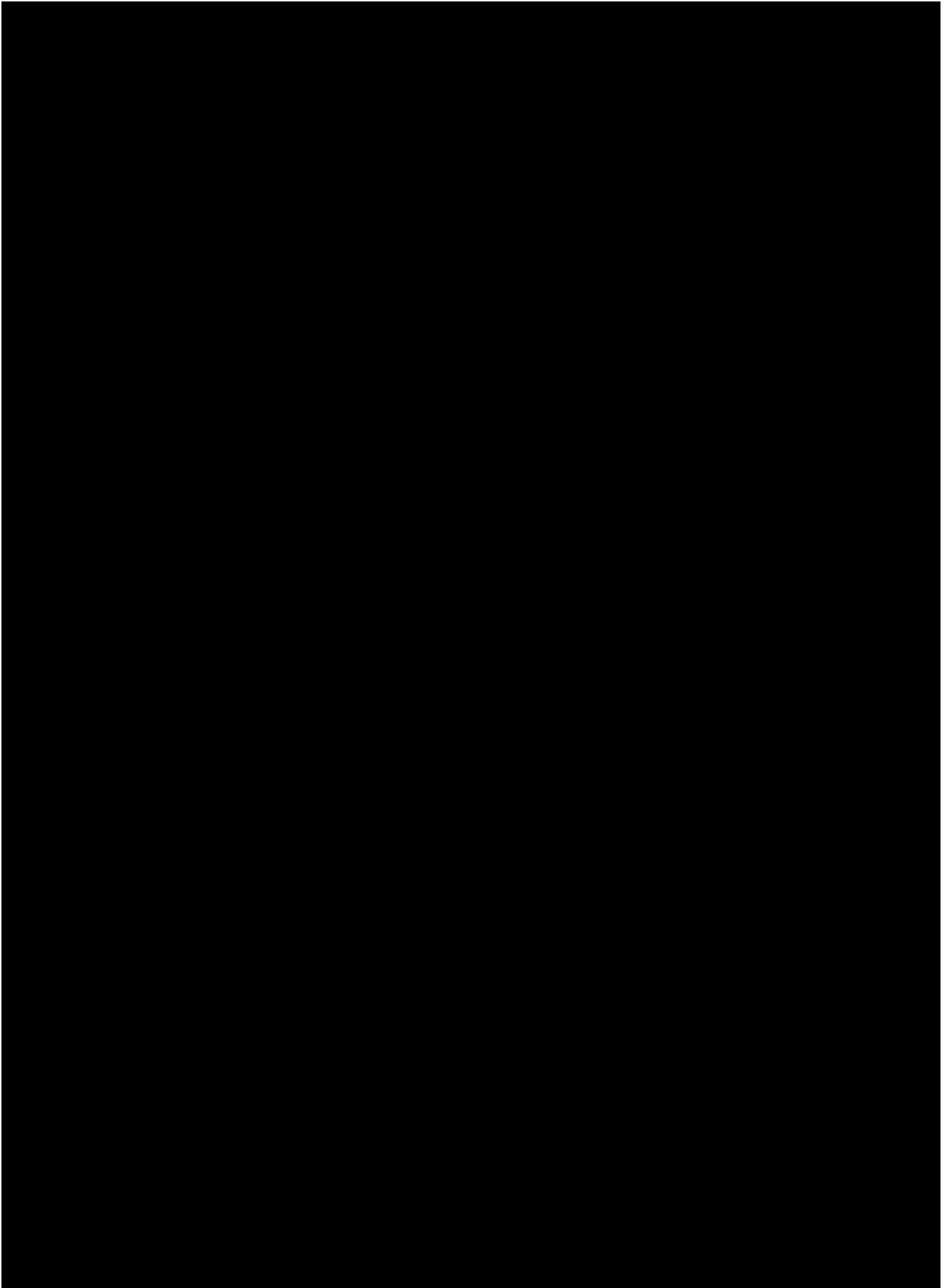


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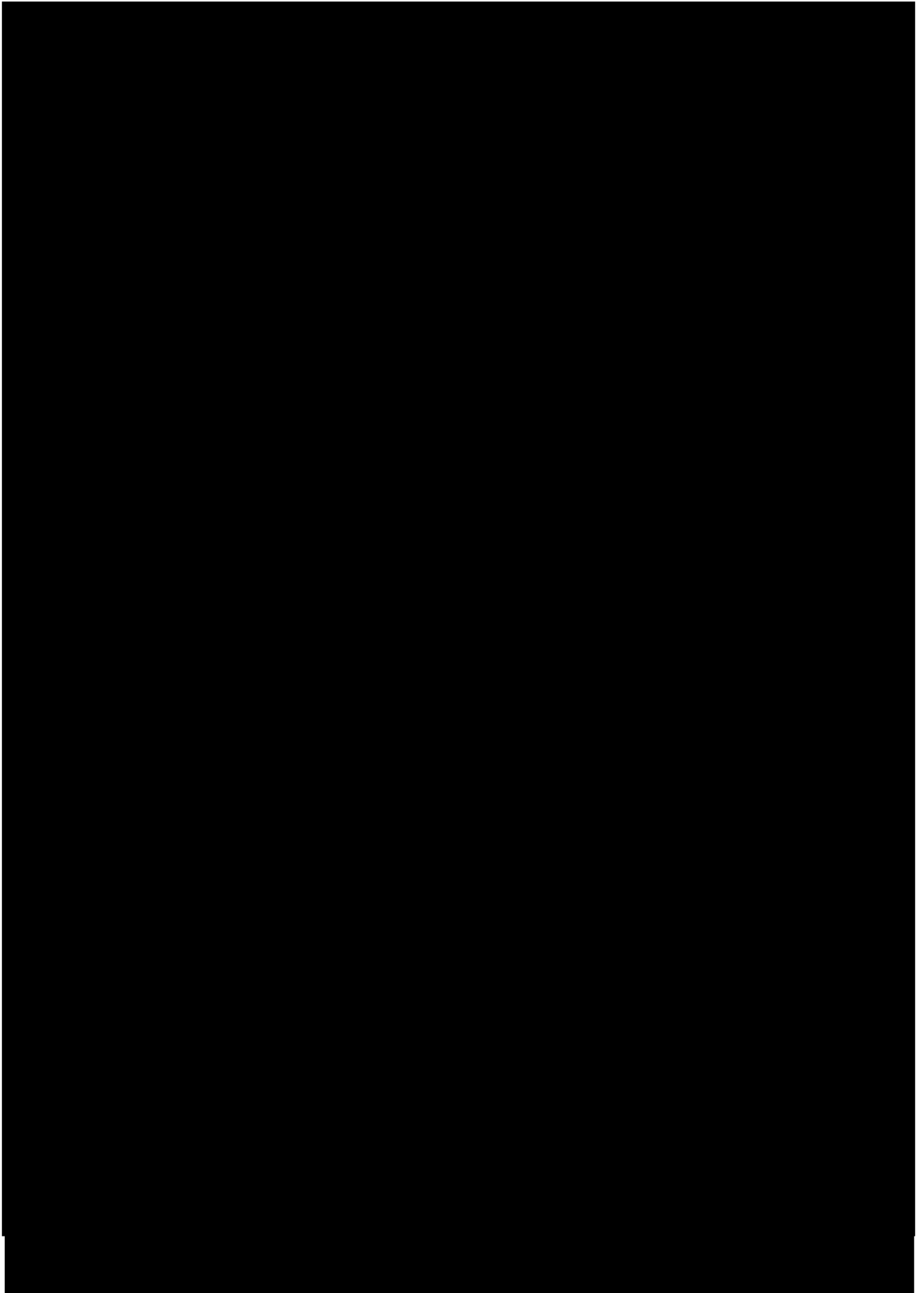
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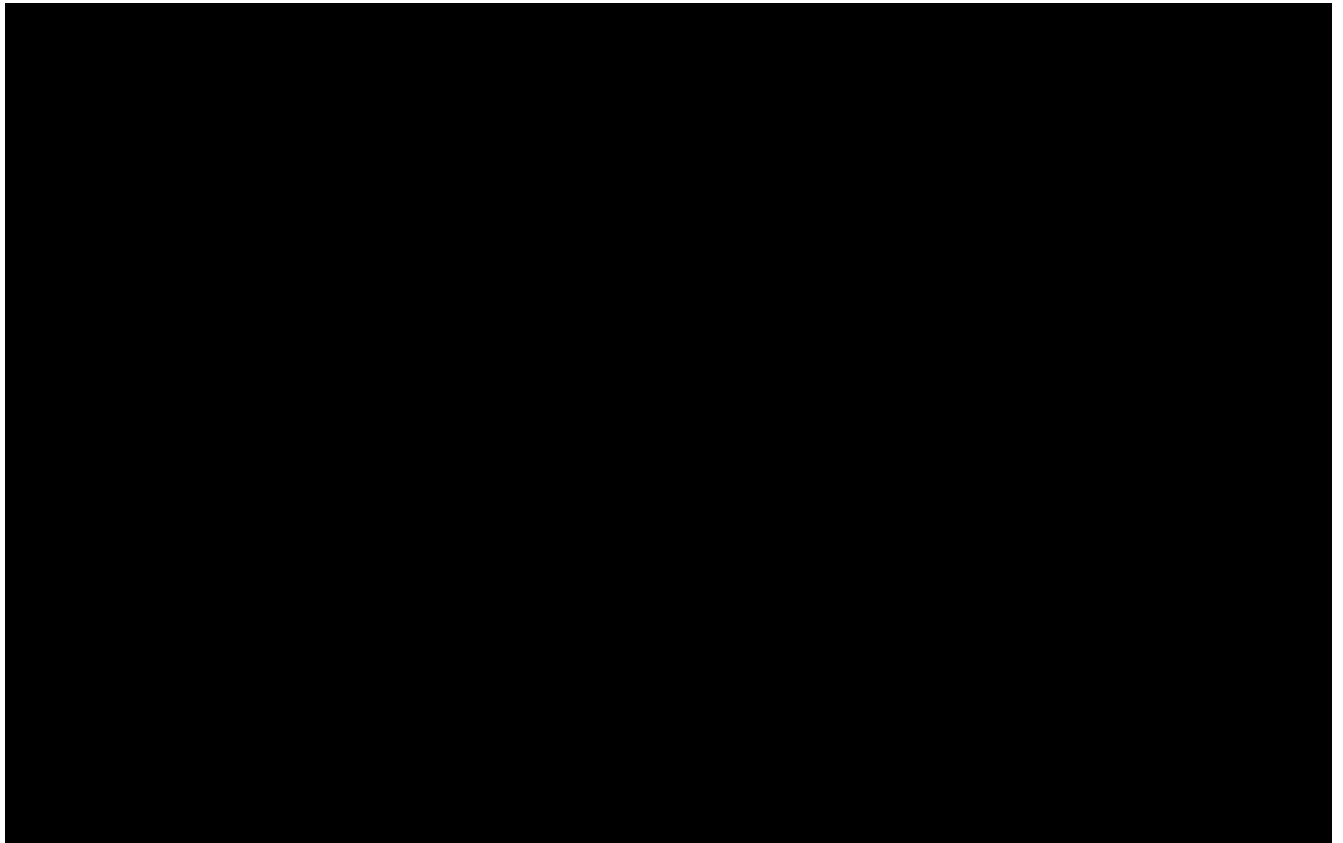
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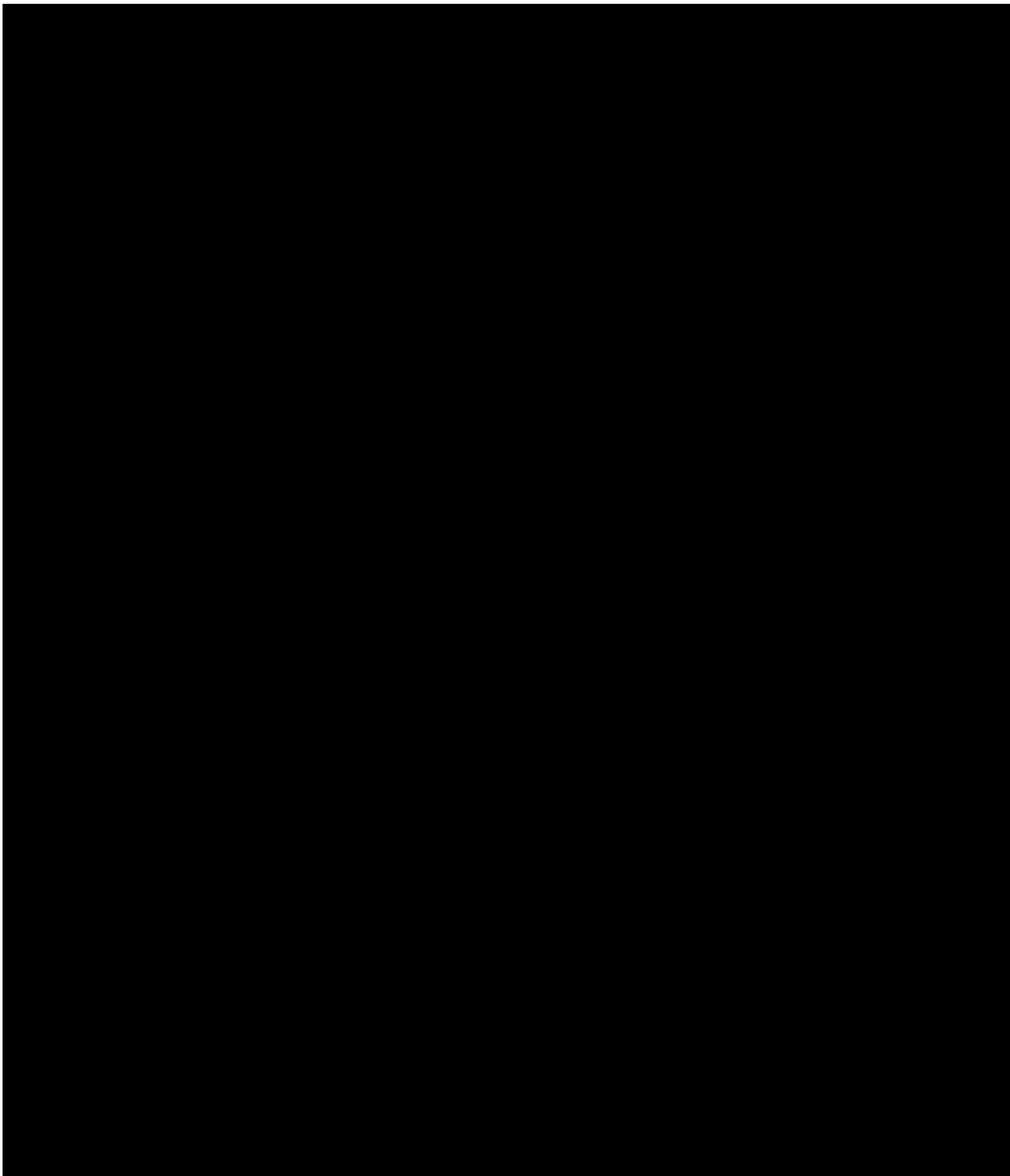
Annex 1 Data Processing

Prior to the execution of this Statement of Work, the Parties shall review Annex 1 of Joint Schedule 11 (Processing Data) and if the contents of Annex 1 does not adequately cover the Processor / Controller arrangements covered by this Statement of Work, Annex 1 shall be amended as set out below and the following table shall apply to the Processing activities undertaken under this Statement of Work only:

Description	Details
Identity of Controller for each Category of Personal Data	<p>The Relevant Authority is Controller and the Supplier is Processor</p> <p>The Parties acknowledge that in accordance with paragraph 2 to paragraph 15 and for the purposes of the Data Protection Legislation, the Relevant Authority is the Controller and the Supplier is the Processor of the following Personal Data:</p> <ul style="list-style-type: none"> • [Insert the scope of Personal Data for which the purposes and means of the Processing by the Supplier is determined by the Relevant Authority]
Duration of the Processing	[Clearly set out the duration of the Processing including dates]
Nature and purposes of the Processing	<p>[Be as specific as possible, but make sure that you cover all intended purposes.</p> <p>The nature of the Processing means any operation such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction of data (whether or not by automated means) etc.</p> <p>The purpose might include: employment processing, statutory obligation, recruitment assessment etc.]</p>
Type of Personal Data	[Examples here include: name, address, date of birth, NI number, telephone number, pay, images, biometric data etc.]
Categories of Data Subject	[Examples include: Staff (including volunteers, agents, and temporary workers), customers/ clients, suppliers, patients, students / pupils, members of the public, users of a particular website etc.]
Plan for return and destruction of the data once the Processing is complete UNLESS requirement under Union or Member State law to preserve	[Describe how long the data will be retained for, how it be returned or destroyed]

Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

that type of data	
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