# Crown Commercial Service

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

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## This document includes guidance that you will need to edit or delete before finalising this order form.

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

## Order Form

Call-off reference: CCCC21B41

The buyer: **Cabinet Office**

Buyer address: **REDACTED**

**REDACTED**

**REDACTED**

**REDACTED**

**REDACTED**

**REDACTED**

The supplier: Mott MacDonald Limited

Supplier address: **REDACTED**

**REDACTED**

**REDACTED**

Registration number: **REDACTED**

DUNS number: **REDACTED**

Sid4gov id: **REDACTED**

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### **Applicable framework contract**

This Order Form is for the provision of the Call-Off Deliverables and dated

**5th of January 2022**

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

### **Call-off lot:**

Lot 8

### **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 Three**

* + Joint Schedule 1 (Definitions)
  + Joint Schedule 2 (Variation Form)

### **Call-Off Schedules**

* + Call-Off Schedule 5 (Pricing Details)
  + Call-Off Schedule 7 (Key Supplier Staff)
  + Call-Off Schedule 20 (Call-Off Specification)

1. CCS Core Terms (version 3.0.10)

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**

1. By the end of Week 1 following the contract award the Buyer and Supplier will agree a high-level implementation plan, detailing how the Supplier will define, shape, and deliver training and incorporate learning.
2. IPR to the IPA’s Routemap training materials (international and UK) is owned by the Crown and these materials should not be shared or used for any other purpose than the delivery of these training courses. The IPA’s Routemap training materials should not be used without the express permission of the IPA.
3. The Supplier should seek and take on board training delegate and customer feedback after each training session. This should be reviewed with the customer after each training session and any improvements agreed and incorporated ahead of subsequent training sessions.

**Call-off start date:**  10th of January 2022

**Call-off expiry date:**  9th of April 2022 with possible extension of period of (12) twelve months

**Call-off initial period:**  3 months

### **Call-off deliverables:**

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

### **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 £29,788.50.

### **Call-off charges**

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, 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

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### **Reimbursable expenses**

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

### **Payment method**

## Suppliers shall invoice us once per month, at the beginning of each month, for the previous month’s work.

## Payment can only be made following satisfactory delivery of pre-agreed certified products and deliverables.

## Before payment can be considered, each invoice must include a detailed elemental breakdown of work completed and the associated costs.

### **Buyer’s invoice address**

**REDACTED**

**REDACTED**

**REDACTED**

**REDACTED**

**REDACTED**

**REDACTED**

**Buyer’s authorised representative**

**REDACTED**

**REDACTED**

**REDACTED**

### **Supplier’s authorised representative**

**REDACTED**

**REDACTED**

**REDACTED**

**REDACTED**

### **Supplier’s contract manager**

**REDACTED**

**REDACTED**

**REDACTED**

**REDACTED**

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### **Progress report frequency**

To be agreed between Buyer and Supplier by the end of Week 1 following contract award.

### **Progress meeting frequency**

To be agreed between Buyer and Supplier by the end of Week 1 following contract award.

**Key staff**

**REDACTED**

**REDACTED**

**REDACTED**

**REDACTED**

**REDACTED**

**REDACTED**

**REDACTED**

**REDACTED**

**REDACTED**

### **Key subcontractor(s)**

**REDACTED**

### **Commercially sensitive information**

## Suppliers will not need any specific security requirements, but will be required to sign a non-disclosure agreement stating that any information provided or accessed will remain private between customer and supplier (including any supplier sub-contractors).

### **Service credits**

Not applicable

### **Additional insurances**

Not applicable

### **Guarantee**

Not applicable

### **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: **REDACTED**

Name: **REDACTED**

Role: **REDACTED**

Date: **REDACTED**

**For and on behalf of the Buyer**:

Signature: **REDACTED**

Name: **REDACTED**

Role: **REDACTED**

Date: **REDACTED**