

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

CALL-OFF REFERENCE:	DDaT24412 - Salesforce Developers
THE BUYER:	UK Research and Innovation –
BUYER ADDRESS	Polaris House, North Star Avenue, Swindon, Wiltshire, SN2 1FL
THE SUPPLIER:	Areti Group Ltd
SUPPLIER ADDRESS:	4th Floor Silverstream House, 45 Fitzroy Street, London, W1T 6EB
REGISTRATION NUMBER:	13858380

Applicable Framework Contract

This Order Form is for the provision of the Call-Off Deliverables and dated Thursday 24th October 2024 date of issue.

It's issued under the Framework Contract with the reference number [REDACTED] for the provision of Salesforce Developers.

Call - off Lot(s)

[REDACTED] - Salesforce Developers

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)
3. The following Schedules in equal order of precedence:
 - Joint Schedules for DDaT24412
 - Joint Schedule 2 Variation Form
 - Joint Schedule 3 Insurance Requirements
 - Joint Schedule 4 Commercially Sensitive Information
 - Joint Schedule 10 Rectification Plan

- Call-Off Schedules for DDaT24412
 - Call-Off Schedule 5 Pricing Details
 - Call-Off Schedule 7 Key Supplier Staff

4. CCS Core Terms (version 3.0.4)

5. Joint Schedule 5 (Corporate Social Responsibility) DDaT24412

6. 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

For Time and Material services, approval of work will be indicated by signature or acceptance of time worked or work record by the Buyer. Signature/Acceptance of such time or work records on behalf of the Buyer shall denote acceptance and satisfactory performance of the services performed and of any deliverables and shall be conclusive as to number of days services performed. Performance reviews will take place monthly.

For Fixed Price SOW services, the Buyer will sign off the deliverables/services on achievement of a Milestone. Such signoff shall denote acceptance of the services performed and of any deliverables and shall be conclusive as to the satisfactory performance of the services. The Buyer shall provide its acceptance (signoff) or response of any Milestone within 5 days of submission or request for approval of a Milestone Acceptance Certificate and the services shall be deemed accepted where not received within 10 days of submission.

“Milestone” shall mean a part of the service/deliverable and/or a date/month, included in the Statement of Work for completion of that stage of or part of the services.

CALL - OFF START DATE: Thursday 24th October 2024

CALL – OFF EXPIRY DATE: Friday 21st February 2024

CALL – OFF INITIAL PERIOD:



Call – off Deliverables

Statement of Work (requirements):
About Innovate UK:

Innovate UK is a partner organisation within UK Research and Innovation:

UK Research and Innovation (UKRI) is a new entity that brings together nine partners to create an independent organisation with a strong voice for research and innovation, and a vision to ensure the UK maintains its world-leading position in research and innovation.

Innovate UK is the UK's innovation agency:

Innovate UK works with people, companies, and partner organisations to find and drive the science, technology, business models, process and commercial innovations that will grow the UK economy - delivering productivity, higher value jobs and exports. Our aim at Innovate UK is to keep the UK globally competitive in the race for future prosperity.

For further information and to stay updated on our latest news visit www.gov.uk/innovateuk, follow us on Twitter at @innovateuk or subscribe to our YouTube channel at www.youtube.com/InnovateUK.

Services required:

Upon assessing the team required to deliver the project we concluded that we would need Salesforce developers to work as part of the project delivery team, assisting us to design services that meet our client needs. The core requirement is to identify a supplier who can support us with the Interaction Design and development across our Funding Platform.

Key deliverables expected from the supplier in relation to solution and interaction design:

Salesforce Developer:

- Analyse business requirements, translate them into Salesforce technical solution designs and develop Salesforce software solutions to ensure scope and customer expectations are met.
- Collaborate and communicate within the project team, working in accordance with Agile software development principles.
- Construct sequence diagrams, workflows etc to describe interaction between systems and present for internal and external use.
- Study system capabilities, input/output processes and hardware or software compatibility
- Engage in subsystems' design analysis and integration with the overall system.
- Extend technical support during preparation, installation and system maintenance to project stakeholders and external suppliers.
- Ensure agreed architecture principles are adhered to when designing solutions.
- Assist in configuration management, deployment, and release cycle activities for designed Salesforce solutions.
- Engage in design/implementation review activities within the project team and beyond.
- Communicate, both written or orally, with both business and technology stakeholders at peer and adjacent organisational levels.
- Supporting the team with delivery of development for technical solutions across the platform to enable the core team to focus on KTP deliverables.

Expected key Outputs:

- Salesforce technical design documentation
- Development of Salesforce features/solutions that satisfy the business requirements and technical design documentation.
- Unit test scripts to ensure code stability and reliability.
- Release and deployment of changes through pipeline and across the environments.

Roles Required:

Role Name	Total Number of Days	Proposed Start	Proposed End
Salesforce Developer	■	24/10/2024	21/02/2025
Salesforce Developer	■	24/10/2024	20/12/2024

Maximum Liability

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms. The Supplier shall not be liable for any claims or losses arising from the negligent acts, omissions or wilful default.

Call – off Charges

The maximum value of this Call-off contract is £83,490.00 excluding VAT.

Reimbursable Expenses

None

Payment Method

All invoices must be sent, quoting a valid Purchase Order Number (PO Number), to:
accounts@iuk.ukri.org

To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, item number (if applicable) and the details (name, email, and telephone number) of your Buyer contact (i.e. Buyer Authorised Representative). Non-compliant invoices may be sent back to you, which may lead to a delay in payment.

Payment Method is via BACS.

Where a purchase order has not been provided to the Supplier by the Call-off start date, the Buyer shall provide the Supplier with a purchase order in sufficient time to enable the Supplier invoice for the services provided under this Call-off contract.

For the avoidance of doubt, the Buyer shall remain responsible for making payment for services required by the Buyer and provided by the Supplier under the Call-off contract where a purchase order has not been provided.

Buyer's Invoice Address:

UK Research and Innovation –
Polaris House, North star Avenue, Swindon, Wiltshire, SN2 1FL
accounts@iuk.ukri.org

Buyer's Authorised Representative

[REDACTED]

Senior Project Manager – Innovate UK

Buyer's Environmental Policy



UKRI Environmental
Sustainability Strate

Supplier's Authorised Representative

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Supplier's Contract Manager

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Progress Report Frequency

On the first Working Day of each calendar month

Progress Meeting Frequency

Quarterly on the first Working Day of each quarter

Key Staff

UKRI Key Staff:

[REDACTED]
[REDACTED]

Key subcontractor(s)

Not Applicable

Commercially Sensitive Information

Not applicable

Service Credits

Not applicable

Additional Insurances

Not applicable

Guarantee

Not applicable

Social Value Commitment

Not applicable

