

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

## Order Form

CALL-OFF REFERENCE: GLD025 2023

THE BUYER: Government Legal Department [GLD]

BUYER ADDRESS 102 Petty France, London, SW1H 9GL

THE SUPPLIER: Browne Jacobson LLP

SUPPLIER ADDRESS: Mowbray House, Castle Meadow Road  
Nottingham, NG2 1BJ

REGISTRATION NUMBER: OC306448

### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 6 September 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

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### 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)
    -
  - Call-Off Schedules for GLD025 2023
    - 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 8 (Business Continuity and Disaster Recovery)
    - Call-Off Schedule 10 (Exit Management)
    - Call-Off Schedule 19 (Scottish Law)
    - Call-Off Schedule 20 (Call-Off Specification)
    - Call-Off Schedule 21 (Northern Ireland Law)
    - Call-Off Schedule 24 (Special Schedule)
5. CCS Core Terms (version 3.0.11)
6. Joint Schedule 5 (Corporate Social Responsibility) RM6179
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

None

CALL-OFF START DATE: 11 September 2023

CALL-OFF EXPIRY DATE: 10 September 2026

CALL-OFF INITIAL PERIOD: 24 months

CALL-OFF OPTIONAL EXTENSION PERIOD: 12 months

**CALL-OFF DELIVERABLES**

The buyer is entitled to 2 hours of free consultation and legal advice with each Order in accordance with Paragraph 5.2 of Framework Schedule 1 (Specification)

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

**MANAGEMENT OF CONFLICT OF INTEREST**

N/A

**CONFIDENTIALITY**

N/A

**IPR**

N/A

**MAXIMUM LIABILITY**

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms, and as amended by the Framework Special Terms.

[REDACTED]

**CALL-OFF CHARGES**

See details in Call-Off Schedule 5 (Pricing Details)

[REDACTED]

[REDACTED]

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

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**VOLUME DISCOUNTS**

Where the Supplier provides Volume Discounts, the applicable percentage discount (set out in Table 2 of Annex 1 of Framework Schedule 3 (Framework Prices)) shall automatically be applied by the Supplier to all Charges it invoices regarding the Deliverables on and from the date and time when the applicable Volume Discount threshold is met and in accordance with Paragraphs 8, 9 and 10 of Framework Schedule 3.

**REIMBURSABLE EXPENSES**

None.

**DISBURSEMENTS**

Payable.

**ADDITIONAL TRAINING CHARGE**

N/A

**SECONDMENT CHARGE**

N/A

**PAYMENT METHOD**

Payment shall be made in line with Clause 4.4 of the Core Terms.

**BUYER'S INVOICING ADDRESS:**

[Redacted]

**BUYER'S AUTHORISED REPRESENTATIVE**

[Redacted]

**BUYER'S ENVIRONMENTAL POLICY**

N/A

**BUYER'S SECURITY POLICY**  
N/A

**BUYER'S ICT POLICY**  
N/A

**SUPPLIER'S AUTHORISED REPRESENTATIVE**

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

**SUPPLIER'S FRAMEWORK MANAGER**

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

**PROGRESS REPORT**

Progress reports to be supplied, by ultimate client department, on a monthly basis.

**PROGRESS REPORT FREQUENCY**

Monthly on fifth Working Day of each calendar month or as otherwise agreed.

**PROGRESS MEETINGS AND PROGRESS MEETING FREQUENCY**

One meeting every two months between key personnel or otherwise as agreed.

**KEY STAFF**

N/A

**KEY SUBCONTRACTOR(S)**

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

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



**COMMERCIALLY SENSITIVE INFORMATION**

N/A

**SERVICE CREDITS**

N/A

**ADDITIONAL INSURANCES**

N/A

**GUARANTEE**

N/A

**SOCIAL VALUE COMMITMENT**

N/A

<b>For and on behalf of the Supplier:</b>		<b>For and on behalf of the Buyer:</b>	
Signature:		Signature:	
Name:		Name:	
Role:		Role:	
Date:		Date:	