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

**Order Form**

CALL-OFF REFERENCE: **CCOF19A11 – The Provision of Furniture for the Old Admiralty Building**

THE BUYER: **Government Property Agency**

BUYER ADDRESS: **10 Victoria Street, London SW1H 0NN**

THE SUPPLIER: **Senator International Limited**

SUPPLIER ADDRESS: **Syke Side Drive, Altham Business Park, Accrington, Lancashire, BB5 5YE**

REGISTRATION NUMBER: **01323955**

DUNS NUMBER: **213239189**

APPLICABLE FRAMEWORK CONTRACT:

This Order Form is for the provision of the Call-Off Deliverables and dated **8th October 2020**. It’s issued under the Framework Contract with the reference number RM6119 for the provision of Furniture & Associated Services.

CALL-OFF LOT(S):

Lot 8: Hubs Furniture

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) **RM6119**
3. The following Schedules in equal order of precedence:

* Joint Schedules for RM6119
  + Joint Schedule 2 (Variation Form)
  + Joint Schedule 3 (Insurance Requirements)
  + Joint Schedule 4 (Commercially Sensitive Information)
  + Joint Schedule 6 (Key Subcontractors)
  + Joint Schedule 7 (Financial Difficulties)
  + Joint Schedule 8 (Guarantee)
  + Joint Schedule 9 (Minimum Standards of Reliability)
  + Joint Schedule 10 (Rectification Plan)
  + Joint Schedule 11 (Processing Data)
  + Joint Schedule 12 (Supply Chain Visibility)
* Call-Off Schedules for CCOF19A11
  + 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 7 (Key Supplier Staff)
  + Call-Off Schedule 8 (Business Continuity and Disaster Recovery)
  + Call-Off Schedule 9 (Security)
  + Call-Off Schedule 11 (Installation Works)
  + Call-Off Schedule 15 (Call-Off Contract Management)
  + Call-Off Schedule 20 (Call-Off Specification)

1. CCS Core Terms (version 3.0.7)
2. Joint Schedule 5 (Corporate Social Responsibility) RM6119
3. Call-Off Schedule 4 (Call-Off Tender)

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: **8th October 2020**

CALL-OFF EXPIRY DATE: **7th October 2021**

CALL-OFF PERIOD: **Twelve (12) 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 RM6119 Core Terms. Each Party's total aggregate liability in each Contract Year under each Call-Off Contract (whether in tort, contract or otherwise) shall be no more than the greater of £5 million or 150% of the Estimated Yearly Charges.

The Estimated Year 1 Charges used to calculate liability in the first Contract Year isREDACTED

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:

* Indexation
* Specific Change in Law

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

Please refer to Call Off Schedule 20 - Specification, Section 17: Payment and Invoicing.

BUYER’S INVOICE ADDRESS:

Invoices should be submitted to:

REDACTED

BUYER’S AUTHORISED REPRESENTATIVE

REDACTED

BUYER’S ENVIRONMENTAL POLICY

To be provided to Supplier Post-Contract Award.

BUYER’S SECURITY POLICY

To be provided to Supplier Post-Contract Award.

SUPPLIER’S AUTHORISED REPRESENTATIVE

REDACTED

PROGRESS REPORT FREQUENCY

Please refer to Call Off Schedule 20 - Specification

PROGRESS MEETING FREQUENCY

Please refer to Call Off Schedule 20 - Specification

KEY STAFF

Please refer to Call Off Schedule 4 – Call-Off Tender

KEY SUBCONTRACTOR(S)

Not Applicable

COMMERCIALLY SENSITIVE INFORMATION

Please refer to Joint Schedule 11

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

The Supplier agrees, in providing the Deliverables and performing its obligations under the Call-Off Contract, that it will comply with the social value commitments in Call-Off Schedule 4 (Call-Off Tender)

|  |  |  |  |
| --- | --- | --- | --- |
| **For and on behalf of the Supplier:** | | **For and on behalf of the Buyer:** | |
| Signature: | REDACTED | Signature: | REDACTED |
| Name: |  | Name: |  |
| Role: | REDACTED | Role: | REDACTED |
| Date: |  | Date: |  |