



**RM6100 Technology Services 3
Framework Schedule 4 Annex 1
Lot 4 Order Form**

Order Form

This Order Form is issued in accordance with the provisions of the Technology Services 3 Framework Contract RM6100 dated 30/05/2025 between the Supplier (as defined below) and the Minister for the Cabinet Office (the "**Framework Contract**") and should be used by Buyers conducting a further competition under the Framework Contract.

The Contract, referred to throughout this Order Form, means the contract between the Supplier and the Buyer (as defined below) (entered into pursuant to the terms of the Framework Contract) consisting of this Order Form and the Call Off Terms. The Call Off Terms are substantially the terms set out in Annex 2 to Schedule 4 to the Framework Contract and copies of which are available from the Crown Commercial Service website <http://ccs-agreements.cabinetoffice.gov.uk/contracts/rm6100>. The agreed Call Off Terms for the Contract being set out as the Annex 1 to this Order Form.

The Supplier shall provide the Services and/or Goods specified in this Order Form (including any attachments to this Order Form) to the Buyer on and subject to the terms of the Contract for the duration of the Term.

In this Order Form, capitalised expressions shall have the meanings set out in Schedule 1 (Definitions) of the Call-Off Terms.

This Order Form shall comprise:

1. This document headed "Order Form";
2. The following Attachments with reference to the corresponding Schedule in the Call-Off Terms. Attachments to this Order Form either replaces (i) an Annex to a Schedule in the Call-Off Terms or (ii) a Schedule to the Call-Off Terms in its entirety (for example, Attachment 2.1 (Services Description)):

| Attachment to the Order Form | Schedule to the Call-Off Terms |
|--|---|
| Attachment 2.1 (Services Description) | See Schedule 2.1 (Services Description) |
| Attachment 2.2 (Key Performance Indicators and Subsidiary Performance Indicators Tables) | See Schedule 2.2 (Performance Levels) |
| Attachment 2.3 (Environmental Requirements) | See Schedule 2.3 (Standards) |
| Attachment 2.4 (Information Management System) | See Schedule 2.4 (Security Management) |
| Attachment 3 (Buyer Responsibilities) | See Schedule 3 (Buyer Responsibilities) |
| Attachment 4.1 (Supplier Solution) | See Schedule 4.1 (Supplier Solution) |
| Attachment 4.2 (Commercially Sensitive Information) | See Schedule 4.2 (Commercially Sensitive Information) |
| Attachment 4.3 (Key Sub-Contractors) | See Schedule 4.3 (Key Sub-Contractors) |
| Attachment 4.4 (Third Party Contracts) | See Schedule 4.4 (Third Party Contracts) |

| | |
|--|--|
| Attachment 5 (Software) | See Schedule 5 (Software) |
| Attachment 6.1 (Outline Implementation Plan) | See Schedule 6.1 (Implementation Plan) |
| Attachment 6.2 (Test Success Criteria) | See Schedule 6.2 (Testing Procedures) |
| Attachment 7.1 (Charges) | See Schedule 7.1 (Charges and Invoicing) |
| Attachment 7.2 (Maximum Payments on Termination) | See Schedule 7.2 (Payments on Termination) |
| Attachment 7.3 (Approved Benchmarkers) | See Schedule 7.3 (Benchmarking) |
| Attachment 7.3 (Financial Distress) | See Schedule 7.4 (Financial Distress) |
| Attachment 7.6 (Anticipated Savings) | See Schedule 7.6 (Anticipated Savings) |
| Attachment 8.1 (Representation and Structure of Boards) | See Schedule 8.1 (Governance) |
| Attachment 8.4 (Transparency Reports and Records to Upload to Virtual Library) | See Schedule 8.4 (Reports and Records Provision) |
| Attachment 9.1 (Notified Sub-Contractors) | See Schedule 9.1 (Staff Transfer) |
| Attachment 9.2 (Key Personnel) | See Schedule 9.2 (Key Personnel) |
| Attachment 11 (Processing Personal Data) | See Schedule 11 (Processing Personal Data) |
| Attachment 12 Statement of Work Template | n/a |
| Appendix 1 NS&I Information Security Policy | n/a |
| Appendix 2 NS&I Offshoring Information Assets Policy | n/a |

3. Annex 1 – Call-Off Terms and Additional/Alternative Clauses.

The Order of Precedence shall be as set out in Clause 1.4 of the Call-Off Terms being:

- (a) the Framework, except Framework Schedule 18 (Tender);
- (b) the Order Form and its Attachments (other than Attachment 4.1 (Supplier Solution) and its Annexes) and Schedule 2.2 (Performance Levels) and its Annexes;
- (c) the Call-Off Terms (including the Schedules and their Annexes) (other than Schedule 2.2 (Performance Levels) and its Annexes which is dealt with above in (b));
- (d) Attachment 4.1 (*Supplier Solution*) and its Annexes (if any); and
- (e) Framework Schedule 18 (Tender).

Section A

General Information

| Contract Details | |
|---|---|
| Contract Reference: | 24-F-23 |
| Contract Title: | System Integration and Programme Management Services. |
| Contract Description: | Provision of System Integration and Programme Management Services to deliver long-term operational stability, cost efficiency, and future-proof technology integration. . |
| Contract Anticipated Potential Value: | Up to £36,000,000 (Thirty-six million GBP) excluding VAT. |
| this should set out the total potential value of the Contract | |

| |
|--|
| Buyer details |
| Buyer organisation name National Savings and Investments |
| Billing address Your organisation's billing address - please ensure you include a postcode Email: Accounts.Payable@nsandi.com Riverside House, 2A Southwark Bridge Road, London SE1 9HA. |
| Buyer representative name The name of your point of contact for this Order <div></div> |
| Buyer representative contact details Email and telephone contact details for the Buyer's representative. This must include an email for the purpose of Clause 44.3 of the Call-Off Terms. <div></div> |
| Buyer Project Reference Please provide the customer project reference number. Not applicable. |

| |
|--|
| Supplier details |
| Supplier name The supplier organisation name, as it appears in the Framework Contract Capgemini UK plc. |

Supplier address

Supplier's registered address
95 Queen Victoria Street
London
EC4V 4HN.

Supplier representative name

The name of the Supplier point of contact for this Order. This must include an email for the purpose of Clause 44.3 of the Call-Off Terms

[REDACTED]

Supplier representative contact details

Email and telephone contact details of the supplier's representative

[REDACTED]

Order reference number

A unique number provided by the supplier at the time of quote
Not applicable.

Section B

Part 1 – Framework Lots (for multi-Lots only)

Framework Lot under which this Order is being placed

*Guidance Note: where a buyer is conducting a multi-lot procurement and Lot 4 is one of those (which in that case this Order Form and corresponding Call-Off Terms will apply to all Lot(s) under that procurement, tick below which Lot(s) apply in addition to Lot 4. Where this is not a multi-lot procurement and only Lot 4 applies, this Part 1 does **not need** to be completed.*

- | | |
|---|-------------------------------------|
| 1. TECHNOLOGY STRATEGY & SERVICES DESIGN | <input type="checkbox"/> |
| 2. TRANSITION & TRANSFORMATION | <input type="checkbox"/> |
| 3. OPERATIONAL SERVICES | |
| a: End User Services | <input type="checkbox"/> |
| b: Operational Management | <input type="checkbox"/> |
| c: Technical Management | <input type="checkbox"/> |
| d: Application and Data Management | <input type="checkbox"/> |
| 4. MAJOR SERVICES TRANSFORMATION PROGRAMMES | <input checked="" type="checkbox"/> |
| 5. SERVICE INTEGRATION AND MANAGEMENT | <input type="checkbox"/> |

Part 2 – Contract Details

Term

Guidance Note – this should be a period in months from the Effective Date should not exceed the maximum permitted duration for Lot 4 which is 84 months (7 years)

Initial Term

Guidance Note – this should be a period in months from the Effective Date, up to the maximum period set out above

36 months

Extension Period

Guidance Note – where the initial term above is not for the maximum permitted term and the buyer wants the option to include an extension period then inset the period of the extension in months, noting always that this cannot exceed the maximum permitted duration for Lot 4 (including the initial term) of 84 months (7 years).

12 months

Sites for the provision of the Services

Guidance Note - Insert details of the sites at which the Supplier will provide the Services, which shall include details of the Buyer Premises, Supplier premises and any third party premises.

The Supplier shall provide the Services from the following Sites:

Buyer Premises:

- Base location: Riverside House, 2A Southwark Bridge Road, London SE1 9HA.
- NS&I sites in Lytham, Durham and Glasgow.

Supplier Premises:

Specific supplier sites to be agreed.

Third Party Premises:

Delivery Partner sites as required.

Buyer Assets

Guidance Note: see definition of Buyer Assets in Schedule 1 of the Contract.

The Buyer Materials, the Buyer infrastructure and any other data, software, assets, equipment or other property owned by and/or licensed or leased to the Buyer and which is or may be used in connection with the provision or receipt of the Services, details of which are set out in the Order Form;

Insurance

Guidance Note: if this Contract requires a higher level of insurance cover than the £1m default in Framework Agreement or the Buyer requires any additional insurances please specify the details below.

Goods

Guidance Note: list any Goods and their prices.

Not Applicable

Security Management – Option Part A or Part B

Guidance Note: Schedule 2.4 (Security Management) of the Call-Off Terms has two options in respect of Security Management. Refer to Schedule 2.4 (Security Management) for detailed guidance on which Part to select.

| Security Management Schedule | Tick as applicable |
|---------------------------------|-------------------------------------|
| Part A – Security Assurance | <input checked="" type="checkbox"/> |
| Part B – Security Accreditation | <input type="checkbox"/> |

The Part selected above shall apply this Contract.

Furthermore, Supplier will be required to adhere to the following NS&I policies:

- Appendix 1 NS&I Information Security Policy
- Appendix 2 NS&I Offshoring Information Assets Policy

Section C

Part 1 – Additional and Alternative Buyer Terms

Alternative Clauses and Additional Clauses (see Annex 3 of Framework Schedule 4)

This Annex can be found on the RM6100 CCS webpage. The document is titled RM6100 Alternative and Additional Terms and Conditions Lot 4

Part A – Additional Clauses

Guidance Note: Tick any applicable boxes below

| Additional Clauses | Tick as applicable |
|-----------------------------|---------------------------|
| C1: Collaboration Agreement | <input type="checkbox"/> |
| C2: MOD Clauses | <input type="checkbox"/> |

Where selected above the Additional Schedules and/or Clauses set out in document RM6100 Alternative and Additional Terms and Conditions Lot 4 shall be incorporated into this Contract.

Part B - Alternative Clauses

Guidance Note: Tick any applicable boxes below

The following Alternative Clauses will apply:

| Alternative Clauses | Tick as applicable |
|----------------------------|---------------------------|
| Scots Law | <input type="checkbox"/> |
| Northern Ireland Law | <input type="checkbox"/> |

Where selected above the Alternative Clauses set out in document RM6100 Alternative and Additional Terms and Conditions Lot 4 shall be incorporated into this Contract.

Part 2 - Additional Information Required for Additional Clauses Selected in Part 1

Additional Clause C1 (Collaboration Agreement)

Guidance Note: where Clause C1 (Collaboration Agreement) has been selected in Part 1 of Section C above, include details of organisation(s) required to collaborate immediately below.

If both Parties agree, the Supplier will be asked to enter into a separate Collaboration Agreement following contract signature.

Section D
Contract award

This Contract is awarded in accordance with the provisions of the Technology Services 3 Framework Contract RM6100.

SIGNATURES

For and on behalf of the Supplier

| | |
|----------------|--|
| Name | |
| Job role/title | |
| Signature | |
| Date | |

For and on behalf of the Buyer

| | |
|----------------|--|
| Name | |
| Job role/title | |
| Signature | |
| Date | |

Attachments to this Order Form

'RM6100 Lot 4 Order Form Attachments' embedded below:

Annex 1 – Call Off Terms and Additional/Alternative Clauses

'RM6100 Lot 4 Call-off Terms' embedded below:

Annex 2 – Call Off Schedules

RM6100 Lot 4 Call-off Terms Schedules embedded below: