

# Order Form and Call-Off Schedules

## Order Form

CALL-OFF REFERENCE:	<b>CCTR22A02</b>
THE BUYER:	National Infrastructure Commission
BUYER ADDRESS	REDACTED TEXT under FOIA Section 40, Personal information
THE SUPPLIER:	Steer Davies & Gleave Limited
SUPPLIER ADDRESS:	REDACTED TEXT under FOIA Section 40, Personal information
REGISTRATION NUMBER:	REDACTED TEXT under FOIA Section 40, Personal information
DUNS NUMBER:	REDACTED TEXT under FOIA Section 40, Personal information
SID4GOV ID:	REDACTED TEXT under FOIA Section 40, Personal information

### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of Interurban Transport Analysis to Support the Second National Infrastructure Assessment and dated 24.10.2022.

It's issued under the Framework Contract with the reference number RM6099 for the provision of Transport Technology and Associated Services.

CALL-OFF LOT:  
Lot 7 – Catalogue

## 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 RM6099)
3. Framework Special Terms
4. The following Schedules in equal order of precedence:
  - Joint Schedules for RM6099
    - Joint Schedule 2 (Variation Form)
    - Joint Schedule 3 (Insurance Requirements)
    - Joint Schedule 4 (Commercially Sensitive Information)
    - Joint Schedule 5 (Corporate Social Responsibility)
    - Joint Schedule 6 (Key Subcontractors)
    - Joint Schedule 7 (Financial Difficulties)
    - Joint Schedule 10 (Rectification Plan)
    - Joint Schedule 11 (Processing Data)
  - Call-Off Schedules for RM6099
    - Call-Off Schedule 2 (Staff Transfer)
    - 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 10 (Exit Management)
    - Call-Off Schedule 15 (Call-Off Contract Management)
    - Call-Off Schedule 20 (Call-Off Specification)
5. CCS Core Terms (version 3.0.10)
6. Joint Schedule 5 (Corporate Social Responsibility) RM6099
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

The following Special Terms are incorporated into this Call-Off Contract:

None

CALL-OFF START DATE: Wednesday 26<sup>th</sup> October 2022

CALL-OFF EXPIRY DATE: Friday 24<sup>th</sup> February 2023

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

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**CALL-OFF INITIAL PERIOD:** 17 weeks

### **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 £119,300 (ex VAT).

### **PRICING APPROACH & CALL-OFF CHARGES**

**PRICING APPROACH** - £119,300 (ex VAT)

### **CALL-OFF CHARGES**

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

### **SURVEY REQUIREMENTS**

Not Applicable

### **REIMBURSABLE EXPENSES**

Recoverable as stated in the Framework Contract

### **PAYMENT METHOD**

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

These include a payment of 25% after completion of milestone 4, 50% after completion of milestone 5 and 25% after completion of milestone 6.

Invoices must include the contract reference number stated clearly. The contract reference number will be provided by the NIC once the Supplier is appointed.

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 TEXT under FOIA Section 40, Personal information

### **BUYER'S AUTHORISED REPRESENTATIVE**

REDACTED TEXT under FOIA Section 40, Personal information

### **BUYER'S ENVIRONMENTAL POLICY**

Not applicable

Framework Ref: RM6099

Project Version: v8.0

Model Version: v3.7

**BUYER'S SECURITY POLICY**

Not applicable

**SUPPLIER'S AUTHORISED REPRESENTATIVE**

REDACTED TEXT under FOIA Section 40, Personal information

**SUPPLIER'S CONTRACT MANAGER**

REDACTED TEXT under FOIA Section 40, Personal information

**PROGRESS REPORT FREQUENCY**

The Supplier shall provide fortnightly updates to the Authority via call/ email.

**PROGRESS MEETING FREQUENCY**

The Supplier shall provide fortnightly updates to the Authority or ad hoc when progression has been made ahead of the next scheduled update or if risks and issues need to be raised.

**KEY STAFF**

REDACTED TEXT under FOIA Section 40, Personal information

**KEY SUBCONTRACTOR(S)**

Not applicable

**COMMERCIALLY SENSITIVE INFORMATION**

The Supplier's proposal and pricing shall be deemed commercially sensitive information.

**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)

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

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For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED TEXT under FOIA Section 40, Personal information	Signature:	REDACTED TEXT under FOIA Section 40, Personal information
Name:	REDACTED	Name:	REDACTED
Role:	REDACTED	Role:	REDACTED
Date:	24.10.2022	Date:	25.10.2022